

Licence applications in relation to a business: Premises Licence

The exact cost will depend on the individual circumstances of the matter depending on the complexity and of your application. We have set out a range of fees below depending on the complexity:

- Simple complexity from £180 + VAT, anticipated to be between 1-4 hours (£180 - £720 + VAT)
- Medium complexity from £225 + VAT, anticipated to be between 4-8 hours (£900 - £1,800 + VAT)
- High complexity from £250 + VAT, anticipated to be beyond 8 hours (from £2,000 + VAT).

The estimated fee level would depend on, but not limited to, the following factors:

Simple complexity

- There must be a premises licence already in place for an ongoing business
- The current licence holder must provide their consent to transfer the premises licence to you
- There must will already be a party who will be the new licence holder

Medium complexity

- There must be a premises licence already in place for an ongoing business
- There must already be a party who will be the new licence holder
- The current licence holder must provide their consent to transfer the premises licence to you
- Variations to the licence would be minimal and fit within criteria of the local authority or board and shall be dependent on the size of the premises and locality of the property

High complexity

- An application will need to be made for a new premises licence
- The licence is for a public event or largescale event
- It is a licence for an *adhoc* event

We will handle the process for you. The above quotes only apply where we are required to:

- advise you on how to promote the licensing objectives within you premises licence application
- advising you on the type of plans that will need to accompany your application
- completing and submitting the application
- disclosing the application to the responsible authorities
- advising you to make arrangements for the necessary advertising of the application.

Disbursements in addition to our fee may include:

- Application fee: This will vary depending on the rateable value of your premises or scale of the event. The link below may assist with this.

<https://www.gov.uk/government/publications/beer-licensing-fee-levels>

- Advertising in local newspaper: This fee depends on the charges imposed by the locally circulating newspaper and should be obtained from the licencing officer at the local licensing authority.

Disbursements are costs related to your matter that are payable to third parties, such as court fees.

The fees cited here are subject to any changes that may occur by the third party. We handle the payment of the disbursements on your behalf to ensure a smoother process.

Potential additional costs

- If you would like us to assist with submitting and advertising the application, there is likely to be additional costs that could vary depending on the requirements of the publishing authority and how these are to be dealt with. We can give you a more accurate quote once we have more information.

How long will this take?

On average, premises licence applications can range are dealt with within 6-12 weeks and depends on the complexity of the application and capacity of the local authority. Typically, obtaining the relevant information, consents and submitting application to transfer a licence 1-2 weeks. Local authorities process the application 4-8 weeks. Advertising in the local newspaper 1-2 weeks.