

New Forest District Council
Licensing Act 2003 fees and charges

Premises licence and club premises certificate fees

The premises fee structure is banded and based on the non-domestic rateable value of the premises ie business rates (not the amount payable).

Band	A	B	C	D	E	D* See notes below	E* See notes below
Rateable Value of premises	£1- £4,300	£4,301- £33,000	£33,001- £87,000	£87,001- £125,000	£125,000 & above	£87,001- £125,000	£125,000 & above
Application fee	£100	£190	£315	£450	£635	£900	£1905
Annual Fee (which will be invoiced 12 months later)	£70	£180	£295	£320	£350	£640	£1050

Notes

- 1) For premises which have a capacity over 5000 please see Schedule 3 below
- 2) Premises that do not have a non-domestic rateable value (vessels, Crown property, mobile catering unit and fields) attract the fee from band A
- 3) In the case of a smaller premises that is part of a larger rated area ie a shop on a caravan site, the fee will be based on the RV of the site as a whole, as the smaller elements are not rated separately
- 4) For premises in bands D and E that are exclusively or primarily for the carrying on on the premises of the supply of alcohol for consumption on the premises the amount of the fee is shown in D* and E*. That is for band D* twice the amount shown for D and in band E* three times the amount shown for band E
- 5) The Act allows for some exemptions from the need to pay the initial licence fee and the annual fee when the premises are only being used for regulated entertainment. Ie when NO alcohol is being sold. These are:-
 - (a) in the case of an application by a proprietor of an educational institution in respect of premises that are or form part of an educational institution—
 - (i) that the educational institution is a school or a college; and
 - (ii) the provision of regulated entertainment on the premises is carried on by the educational institution for and on behalf of the purposes of the educational institution; or
 - (b) that the application is in respect of premises that are or form part of a church hall, chapel hall or other similar building or a village hall, parish hall or community hall or other similar building.

Schedule 3

Additional fees are payable where 5000 or more people are attending an event.

Number attending	Additional fee
5,000 to 9,999	£1,000
10,000 to 14,999	£2,000
15,000 to 19,999	£4,000
20,000 to 29,999	£8,000
30,000 to 39,999	£16,000
40,000 to 49,999	£24,000
50,000 to 59,999	£32,000
60,000 to 69,999	£40,000
70,000 to 79,999	£48,000
80,000 to 89,999	£56,000
90,000 and over	£64,000

Application or notice	Fee
Personal Licences	
Application for the grant of a Personal Licence	£37.00
Replacement of personal licence following theft, loss etc	£10.50
Duty to notify change of name or address of personal licence holder	£10.50
TEN (Temporary Event Notice)	
TEN (Temporary Event Notice)	£21.00
Replacement of TEN Cert following theft, loss etc. of temporary event notice	£10.50
Premises Licences	
Application to vary licence to specify individual as premises supervisor	£23.00
Application for transfer of premises licence	£23.00
Application for a provisional statement where premises being built, etc.	£315.00
Interim authority notice following death etc. of licence holder	£23.00
Right of freeholder etc. to be notified of licensing matters	£21.00
Duty to notify change of name or address of Personal Licence Holder or business name	£10.50
Replacement of premises licence /certificate following theft, loss etc	£10.50
Club Premises Certificates	
Notification of change of name or alteration of rules of club	£10.50
Change of relevant registered address of club	£10.50