



Regulatory Services

Licensing Fees and Charges 2023/24

(charging period 1 January 2023 to 31 March 2024)

Licensing Act 2003

Premises: Alcohol and Entertainment

Premises and Club Application and Annual Fees 📌

- Premises that are licensable will be allocated to a fee band according to rateable value.
- Each band attracts a different level of Application Fee and Annual Fee. Annual Fees become payable one year after the grant of the license.
- **Note:** An application for a premises license, or a club premises certificate, for either a new build or a conversion of existing premises, that has no current rateable value will incur an application fee based on Band C.

Rateable Value	Band	Application Fee	Application Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises	Annual Fee	Annual Fee Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises
No rateable value to 4,300	A	100	n/a	70	n/a
4,301 to 33,000	B	190	n/a	180	n/a
33,001 to 87,000	C	315	n/a	295	n/a
87,001 to 125,000	D	450	900	320	640
125,001 and above	E	635	1,905	350	1,050

Exceptionally Large Events 📌

The Licensing Authority will also charge an additional premises fee for exceptionally large events, based on number of attendees, as follows:

Number in attendance at any one time	Additional Application Fee	Additional Annual Fee
5,000 to 9,999	1,000	500
10,000 to 14,999	2,000	1,000
15,000 to 19,999	4,000	2,000
20,000 to 29,999	8,000	4,000
30,000 to 39,999	16,000	8,000



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Number in attendance at any one time	Additional Application Fee	Additional Annual Fee
40,000 to 49,999	24,000	12,000
50,000 to 59,999	32,000	16,000
60,000 to 69,999	40,000	20,000
70,000 to 79,999	48,000	24,000
80,000 to 89,999	56,000	28,000
90,000 and over	64,000	32,000

Annual fees will be notified by invoice and payment should be made as instructed on your invoice.

Application fees should be paid with or in advance of application please see below for details of how to pay application fees.

Temporary Events and Other Fees

The Licensing Authority charges other fees in relation to their duties under the Act, most notably for temporary events and personal licenses:

Item	2023/24 Charge
Temporary event notice	21.00
Theft, loss etc. of temporary event notice	10.50
Application for a provisional statement where premises being built, etc.	315.00
Minor Variation	89.00
Application for transfer of premises license	23.00
Application to vary license to specify individual as premises supervisor	23.00
Interim authority notice following death, etc. of license holder	23.00
DPS Community premises condition removal	23.00
Notification of change of name or address	10.50
Right of freeholder etc., to be notified of licensing matters	21.00
Notification of change of name or alteration of rules of club	10.50
Change of relevant registered address of club	10.50
Theft, loss etc. of premises license, club certificate or summary	10.50
Variation to a premises license or club premises certificate	As per fee band allocated according to premises rateable value. Fee bands are given in section 1 above.



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Personal Licences

Item	2023/24 Charge
Application for a grant or renewal of personal licence	37.00
Duty to notify change of name or address	10.50
Theft, loss etc. of certificate or summary	10.50

How to pay your application fee

If you apply on-line via GOV.UK you may make card payment at the time.

Postal applications may be paid as follows:

Payments by card may be made by calling our card payment line on 01832 742211.

To make an internet payment please log on to www.northnorthants.gov.uk

Select 'Pay'

Select 'Pay for licensing'

Follow the instructions for 'Other licensing'

If you have been issued an invoice for an annual fee please pay in accordance with the instructions on your invoice.