

The background of the entire page is a grayscale photograph of several stacks of papers or documents, arranged in a way that creates a sense of depth and perspective. The papers are stacked on top of each other, with some stacks being taller than others. The lighting is soft, highlighting the edges of the pages.

wardhadaway
lawfirm

Pricing

Licensing

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 Ward Hadaway  @WardHadaway

Licensing applications

Our licensing team advise and represent businesses and individuals in relation to licensing applications made under the Licensing Act 2003 throughout the country. Our fees for such matters vary depending on the complexities of the case as well as the volume of work we receive. We work with our clients to create a bespoke pricing package based on their needs and the likely frequency of work so please contact us to discuss this further.

Cost

We offer a range of fixed fees that are applicable for individual instructions, which includes:

Matter	What is included in the price	Fee
Application for a new premises licence	<ul style="list-style-type: none">• Taking instructions and advising on the process,• discussing and drafting conditions,• making initial contact with the Police to discuss conditions,• advising on plans and other supporting documents,• drafting and submitting the application,• arranging for the application to be advertised,• dealing with any of the usual post-submission issues.	£1,950
Application for a full variation	<ul style="list-style-type: none">• As above, advising as appropriate.	£1,950
Minor Variation	<ul style="list-style-type: none">• Taking instructions,• drafting and submitting the application,• dealing with any normal post-submission issues.	£950
Transfer	<ul style="list-style-type: none">• Taking instructions and advising on the process,• Obtaining the outgoing licensee's consent,• Drafting and submitting your licensing application.	£295
DPS Variation	<ul style="list-style-type: none">• Taking instructions and advising on the process,• Requesting the applicant's consent,• Drafting and submitting the application.	£295
Temporary Event Notices	<ul style="list-style-type: none">• Taking instructions and advising on the process,• Drafting and submitting the application.	£250
Application for a Personal Licence	<ul style="list-style-type: none">• Taking instructions and advising on the process,• Drafting and submitting the application.	£275

If your application is objected to, or post-submission negotiations become protracted, we will charge our usual hourly rate. In this circumstance our fee on average will be £3,000 - £5,000.

The table below shows our hourly rates:

Partners	£250
Paralegals	£110

The above fixed fees and hourly rates are excluding VAT AT 20%

What's not included:

- Drawing up suitable plans. You will need to arrange plans yourself.

Disbursements

Disbursements are costs related to your matter that are payable to third parties, such as the application fee. If you provide us with the appropriate funds, we will pay the disbursements on your behalf to ensure a smoother process.

Disbursement	The disbursements listed are exclusive of VAT	
	England and Wales	Scotland
Council's Fee for an application for a new premises licence	£100 - £635	£136 - £1,360
Advertising in a local newspaper	On average £500	Not needed in Scotland
Council's Fee for an application for a full variation	As above	£130
Council's Fee for a Minor Variation	£89	£20
Council's Fee for a transfer	£23	£40
Council's Fee for a DPS Variation	£23	£31
Council's Fee for temporary event notices	£21	N/A
Council's Fee for an application for a Personal Licence	£37	£50

Site visits or meetings with others may incur travel time (charged at our hourly rate) and incur disbursements. Travel costs will range depending on the distance travelled and travel by car is charged at HMRC approved rates. The requirement of overnight accommodation will depend on the location of a hearing and costs will vary depending on this.

All of our fixed fees quoted above assume that the application is relatively straightforward and that you have provided all of the information needed to facilitate submission of the application in a timely manner.

Work will be undertaken by our licensing specialists and their experience can be found [here](#). All work will be supervised by our Head of Unit, Richard Arnot who will ensure quality advice is maintained throughout.

How long will the application take?

Matters that are unopposed usually take 29 days following submission. Applications may need to be resolved at a hearing which will add further time.