



Pricing

Licensing

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 (including VAT)
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. 	£2,340 (£1,950 plus £390 VAT)
Application for a full variation	<ul style="list-style-type: none"> • As above, advising as appropriate. 	£2,340 (£1,950 plus £390 VAT)
Minor Variation	<ul style="list-style-type: none"> • Taking instructions, • Drafting and submitting the application, • Dealing with any normal post-submission issues. 	£1,140 (£950 plus £190 VAT)
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. 	£354 (£295 plus £59 VAT)
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. 	£354 (£295 plus £59 VAT)
Temporary Event Notices	<ul style="list-style-type: none"> • Taking instructions and advising on the process, • Drafting and submitting the application. 	£300 (£250 plus £50 VAT)
Application for a Personal Licence	<ul style="list-style-type: none"> • Taking instructions and advising on the process, • Drafting and submitting the application. 	£330 (£275 plus £55 VAT)

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.

If your application is objected to, or post-submission negotiations become protracted, we will charge our usual hourly rate. In this circumstance our fees on average will be £3,600 (£3,000 plus £600 VAT) - £6,000 (£5,000 plus £1,000 VAT)

The below shows our hourly rates:

Partner £312 (£260 plus £52 VAT)
 Consultant £312 (£260 plus £52 VAT)

What's not included in our fixed fee:

- Drawing up suitable plans. You will need to arrange plans yourself.
- Attending meetings with the Licensing Authority or Responsible Authorities.
- Dealing with or advising you in relation to representations received from either the responsible authorities or other interested parties.
- Attendance and representation at a licensing sub-committee hearing of the responsible authority. If representations are received and attendance and representation at a licensing sub-committee is required then we will provide a separate fee estimate for this work which will be charged at an hourly rate.

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.

Disbursements	England and Wales	Scotland
Council's Fee for an application for a new premises licence	£100 - £635 (or £1,905 if multiplier is applied)	£136 - £1,360
Advertising in a local newspaper	On average £600 (£500 plus £100 VAT)	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

These fees vary depending on the individual premises, where it is located and the rateable value of the premises. The multiplier is applied to premises that are used exclusively or primarily for the supply of alcohol for consumption on the premises and have a rateable value above £87,001. We will give you an accurate figure for each item as soon as we are able to do so.

Site visits or meetings with others may incur travel time (charged at our hourly rate as detailed above) 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.

How long will the application take?

Unopposed applications for a new premises licence or for a variation usually take 29 days for us to be notified if the application has been granted or not. This is on the basis of the application being relatively straightforward and you being able to provide all the necessary documents promptly.

Other types of applications are subject to their own time frames. We will provide you with an estimated time scale once the application has been submitted.

If your matter is more complex, for example, if there is substantial opposition from interested parties, or if there is a delay in receiving the documents we need, it may take longer. Applications may need to be resolved at a hearing which will add further time.

Who will deal with your case?

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.

Our team of specialist licensing law solicitors have years of experience in dealing with applications under the Licensing Act. Our licensing law partner heads up the team and has been working in this area for more than 30 years.

We also employ a licensing assistant who does much of the day to day work on cases. Although they are not legally qualified, they have over 20 years' experience, have received extensive training within our firm and work under the direct supervision of the Head of Unit.

We have a proven track record in achieving successful outcomes for our clients.

For more information contact:



Richard Arnot
Partner

0330 137 3266

0797 311 7329

richard.arnot@wardhadaway.com