

Licensing applications for business premises

Illustrative range of fees

Both new licences and full variation applications can vary considerably in complexity and can be granted at different stages. For example, the license or variation could be granted without any representations, or might be granted following representations that have been withdrawn. Alternatively, it may be necessary to go to a hearing before a licensing committee.

The illustrations below are based on our hourly rates and assume the work is carried out by a Principal Associate assisted by a Paralegal in one of our regional offices.

	Description	Fees (£ plus VAT)
Application granted without representations	Preparation and submission of licence application; including taking instructions; preparing application; submission of application. Liaising with local authority and on the grant of the licence the review and issue of the documentation to the client.	950
Application made with representations received but withdrawn (based upon maximum of three hours work)	Discussions/correspondence with applicant, relevant third parties, negotiating and drafting revised conditions, liaising with Licensing Authority with view to settlement where appropriate.	1,750
Application proceeding to a half day hearing – straight forward simple application	Including hearing preparation and attendance before licensing committee	5,500
Application proceeding to a full day hearing – moderately complex matter	Including hearing preparation and attendance before licensing committee	8,070

The above fee illustrations make the following assumptions:-

- it is a simple routine Premises Licence /Full Variation application
- specific pre-application advice is excluded
- all supporting documentation provided, including licence plans and operating schedule, is complete and does not require review
- conference and site visits will be charged separately if required
- premises are not located within the Cumulative Impact Policy Zone or Westminster
- travel time is excluded and will be charged at our hourly rate
- our team include experienced licensing advocates if, however, representation by Counsel is appropriate or requested by client, Counsel's fees would be separately negotiated and be charged in addition to fees outlined above

The fee illustrations are also illustrative estimates only. The total cost of the service is dependent on a number of variables including:

- the complexity and value of the application and/or the related premises
- whether pre-application meetings/site visits are required
- the extent to which advice is required in respect of the details of the proposed applications including consideration of plans and operating measures

- where the applicant has previously been refused a licence or variation application in respect of the premises
- where the premises are the subject of a review
- the Licensing Authority to which the application is being made and whether any application would be submitted contrary to Licensing Policy or in a location subject to cumulative impact policy
- the potential for the application to be contentious on the basis of the nature of the local area, type of licence and permitted hours being applied for
- the number of parties who may make representations and whether they are legally represented
- whether the case is withdrawn or resolved early on or whether contested all the way to a final hearing
- the volume of relevant documents
- the number of witnesses
- whether there are any interim hearings ahead of the final hearing
- whether our client wish to deal with any aspects of case preparation itself
- the strategy we agree with our client
- the charging structure we agree with our client
- any advice provided in respect of the prospects of the application or in respect of any related real estate transaction is outside the scope of these illustrations

The actual cost of the service could be less than the fee illustrations above if, for example, the application is made in respect of non-contentious premises and does not give rise to any representations. The actual cost of the service could also be significantly higher, depending on the facts of the application. We therefore provide at the start of each matter a fully scoped cost estimate and keep the client updated on costs. If the scope of work changes at all and means additional work/cost, we inform the client of this and provide a revised cost estimate.

Likely disbursements

The main and most significant disbursement charges relevant to all New Premises Licence and Full Variation applications are as follows:-

- Statutory Licensing Application fees – these are charged in accordance with the Licensing Act 2003 (Fees) Regulations 2005. These range from £100 to £635 (dependant on the non-domestic rateable value for the related property). NB: Multiplier charges also apply to certain premises where they are used exclusively or primarily for the sale of alcohol and where capacity exceeds 5000 persons, therefore the fees may exceed these set out here.
- Charges for the advertising of statutory notices in local publications – these fees vary depending on the notice content and the specific publication to be used.
- Reprographics charges for printing of statutory notices and plans where required.
- Royal Mail special delivery charges.

Hourly rates

Our hourly rates vary across our UK offices and practice groups and are also dependent on who is involved on the matter. The range of our hourly rates (exclusive of VAT) is as follows:

Partners	£450 to £765
Associates	£260 to £555
Trainees and Paralegals	£125 to £300

Hourly rates are just one component of our alternative fee arrangements. We operate a number of alternative charging structures for some clients, including capped and fixed rates and menu pricing. We also offer preferential rates for larger clients who are able to offer volume work which would allow us to deliver efficiency savings based on economies of scale.

We recommend that you contact us to discuss an estimate specific to you and your requirements.