



Guidance on fees under The Licensing Act 2003

Personal Licence

Application for a personal licence - £37.00

Replacement personal licence - £10.50

Notification of change of name or address - £10.50

Temporary Event Notice

Temporary event notice (TENS) fee - £21.00 (every event of up to 168 hours)

Replacement temporary event notice - £10.50

Premises Licence/Club Premise Certificate

The application fee is based on the rateable value of the premise.
The fee for a New Premises Licence or Club Premises Certificate is:

Band	A	B	C	D	E
Rateable Value	£0-4300	£4301-33,000	£33,001-87,000	£87,001-125,000	£125,000 and above
Application Fee	£100	£190	£315	£450	£635
Annual Charge thereafter	£70	£180	£295	£320	£350

In addition, a multiplier will be applied to town and city centre pubs (those in bands D & E) where they are exclusively or primarily in the business of selling alcohol as follows:

Band	D (X2)	E (X3)
Application fee	£900	£1905
Annual fee	£640	£1050

You can also locate the business rates for the majority of UK premises by searching the Valuation Office web-site at www.voa.gov.uk

If you do not know the rateable value of your premise then you can contact the Business Rates section of Mansfield District Council by calling the main switchboard on 01623 463463 who will direct you to the Business rates section.

Variation of Conditions

If you apply to vary the conditions of your Premise Licence /Club Premise Certificate the cost of a variation will be as follows:

Band	A	B	C	D	E
Rateable Value	£0-4300	£4301-33,000	£33,001-87,000	£87,001-125,000	£125,000 and above
Variation fee	£100	£190	£315	£450	£635

Replacement premises licence/club certificate or summary - £10.50

Application for provisional statement - £315.00

Notification of change of name or address - £10.50

Application to vary DPS - £23.00

Application to transfer a premises licence - £23.00

Interim authority notice - £23.00

Notification of change of name or alteration to club rules - £10.50

Change of relevant registered address of club - £10.50

Request for notification of licensing matters - £21.00