

**CORPORATE ISSUES- FEES AND CHARGES WEF 01/04/2023 - 31/03/2024**

SERVICE : **GUILDHALL (excl LEASE OR TENDER) , CITY HALL & COMMITTEE ADMIN (CX)**  
 NOT SUBJECT TO VAT UNLESS STATED IN END COLUMN

	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £	
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**GUILDHALL**

## ROOM HIRE:

Guildhall Room Hire Fee	212.00	218.40	<b>218.40</b>	
Private & Specialist Tours (Charge per person)				
- Classification 1 (minimum booking of 10 people) *				
Monday to Saturday 60-90 minutes	5.40	5.60	<b>5.60</b>	inc VAT
Monday to Saturday 120-180 minutes	9.60	9.90	<b>9.90</b>	inc VAT
- Classification 2 (minimum booking for 15 people)**				
Monday to Sunday 60-90 minutes	8.00	8.20	<b>8.20</b>	inc VAT
Monday to Sunday 120-180 minutes	8.30	8.60	<b>8.60</b>	inc VAT

\* Where a private tour is booked during the day and interferes with public tours

\*\* Where a tour is outside of normal working hours - evenings Monday-Friday  
 all day Saturday and Sunday) & Any other Specialist tours, talks & events

**CITY HALL**

## ROOM HIRE:

Charities & organisations with Council representation (per half day)				
- City Hall (Large Committee rooms, 1 and 2)	35.00	37.00	<b>39.00</b>	inc VAT
- City Hall (Small Committee rooms, 3 and 4)	25.00	26.00	<b>27.50</b>	inc VAT
Lincs non-profit making organisations (per half day)				
- City Hall (Large Committee rooms, 1 and 2)	60.00	62.00	<b>65.50</b>	inc VAT
- City Hall (Small Committee rooms, 3 and 4)	35.00	37.00	<b>39.00</b>	inc VAT
Other users including Government and Court use (per half day)				
- City Hall (Large Committee rooms, 1 and 2)	140.00	145.00	<b>152.50</b>	inc VAT
- City Hall (Small Committee rooms, 3 and 4)	95.00	98.00	<b>103.00</b>	inc VAT
Supplement for evening use	50%	50%	<b>50%</b>	
Drinks (per delegate per half day)	2.60	3.00	<b>3.20</b>	inc VAT
Cancellation Fee	10.00	12.00	<b>12.50</b>	

**COMMITTEE SERVICES**

- Supplying a copy of or extract from a document (excluding site plans or planning decision notices) (plus postage)	8.00	8.20	<b>8.60</b>	inc VAT
- Council Summons (per year) (Incl postage & packing)	202.80	-	-	

## CORPORATE ISSUES- FEES AND CHARGES WEF 01/04/2023 - 31/03/2024

SERVICE : **REPRESENTATION OF PEOPLES ACT (CX)**  
 NOT SUBJECT TO VAT UNLESS STATED IN END COLUMN

	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £	
<b>ELECTORAL SERVICES</b>				
STATUTORY:				
Public Sales				
- Sale of Electoral Register per 1000 names, or part (plus cost postage & packing)				
Paper copy				
- initial fee	10.00	10.00	<b>10.00</b>	
- per 1000 names, or part	5.00	5.00	<b>5.00</b>	
Data				
- initial fee	20.00	20.00	<b>20.00</b>	
- per 1000 names, or part	1.50	1.50	<b>1.50</b>	
- Sale of Marked Register per 1000 names, or part (plus cost postage & packing)				
Paper copy				
- initial fee		10.00	<b>10.00</b>	
- per 1000 names, or part		2.00	<b>2.00</b>	
Data				
- initial fee		10.00	<b>10.00</b>	
- per 1000 names, or part		1.00	<b>1.00</b>	
- Copies of Candidate's Expenses (per side)	0.20	0.20	<b>0.20</b>	
NON-STATUTORY:				
- Postage & Packing of Register of Electors	23.20	-	-	
- Hire of Ballot Boxes	9.40	-	-	<b>inc VAT</b>

**CORPORATE ISSUES- FEES AND CHARGES WEF 01/04/2023 - 31/03/2024**

SERVICE : **LICENSING (DCE)**  
 NOT SUBJECT TO VAT UNLESS STATED IN END COLUMN

	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £
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**Please Note on All Licensing Fees and Charges for any Cheques that bounce there will be a £10.00 Charge Incurred**

**HACKNEY CARRIAGES**

- Vehicle Licence/Renewal (one year)	137.00	137.00	<b>149.00</b>
- Plates Deposit (refundable)	13.00	13.00	<b>13.00</b>
- Replacement Plate(s)	16.00	16.00	<b>20.00</b>
-Test Certificate admin fee	17.00	17.00	<b>19.00</b>
- Change of Vehicle/HV/Reg	70.00	70.00	<b>75.00</b>
-Change of Owner (Previously in above)	46.00	46.00	<b>51.00</b>
- Driver Licence (one year)	129.00	129.00	<b>139.00</b>
- Driver Licence (three year)	229.00	229.00	<b>257.00</b>
- Drivers Knowledge Test	37.00	37.00	<b>41.00</b>
-DBS check (enhanced)	40.00	40.00	<b>Recharged at cost</b>
-DBS check (standard)	23.00	23.00	<b>Recharged at cost</b>
-DVLA Check	3.00	3.00	<b>Recharged at cost plus VAT</b>
-DVLA Check - (Non UK driving licences)	15.00	15.00	<b>Recharged at cost plus VAT</b>
- Badge Deposit (refundable)	6.00	6.00	<b>6.00</b>
- Badge Replacement (previously in above)	8.00	8.00	<b>15.00</b>

**PRIVATE HIRE**

- Vehicle Licence/Renewal (one year)	113.00	113.00	<b>122.00</b>
- Plates Deposit (refundable)	13.00	13.00	<b>13.00</b>
- Replacement Plate(s)	16.00	16.00	<b>20.00</b>
-Test Certificate admin fee	17.00	17.00	<b>19.00</b>
- Change of Vehicle/Operator/HV/Reg	70.00	70.00	<b>75.00</b>
-Change of Owner (Previously in above)	46.00	46.00	<b>51.00</b>
- Driver Licence (one year)	95.00	95.00	<b>106.00</b>
- Driver Licence (three year)	195.00	195.00	<b>228.00</b>
- Drivers Knowledge Test	37.00	37.00	<b>41.00</b>
-DBS check (enhanced)	40.00	40.00	<b>Recharged at cost</b>
-DBS check (standard)	23.00	23.00	<b>Recharged at cost</b>
-DVLA Check	3.00	3.00	<b>Recharged at cost plus VAT</b>
-DVLA Check - (Non UK driving licences)	15.00	15.00	<b>Recharged at cost plus VAT</b>
- Badge Deposit (refundable)	6.00	6.00	<b>6.00</b>
- Badge Replacement (previously in above)	8.00	8.00	<b>15.00</b>
- Operators Licence (five years) 10 Vehicles or More	1,071.00	1,071.00	<b>1,171.00</b>
- Operators Licence (five years) less than 10 Vehicles	347.00	347.00	<b>381.00</b>

**CORPORATE ISSUES- FEES AND CHARGES WEF 01/04/2023 - 31/03/2024**SERVICE : **LICENSING (DCE)**

NOT SUBJECT TO VAT UNLESS STATED IN END COLUMN

	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £	
<b>LICENCES AND CERTIFICATES</b>				
Dangerous Wild Animals	488.00	488.00	<b>523.00</b>	
Dangerous Wild Animals Renewal	201.00	201.00	<b>220.00</b>	
Horse Registration Fee	62.00	62.00	<b>68.00</b>	
Sex Establishment New Licence Application Fee	504.00	504.00	<b>539.00</b>	
Sex Establishment New Licence Issue Fee	209.00	209.00	<b>229.00</b>	
Sex Establishment Renewal Application Fee	201.00	201.00	<b>220.00</b>	
Sex Establishment Renewal Issue Fee	186.00	186.00	<b>203.00</b>	
Sex Establishment Transfer Application Fee	85.00	85.00	<b>93.00</b>	
Sex Establishment Transfer Issue Fee	201.00	201.00	<b>220.00</b>	
Sex Establishment Variation Application Fee	349.00	349.00	<b>370.00</b>	
Sex Establishment Variation Issue Fee	31.00	31.00	<b>34.00</b>	
<b>STREET TRADING</b>				
Street Trading Consent - Initial Application				
- Initial Administration Fee	318.00	318.00	<b>336.00</b>	
- Initial Annual Consent Fee	31.00	31.00	<b>34.00</b>	
Renewal Consent Fee				
- Renewable Annual Administration Fee	31.00	31.00	<b>34.00</b>	
- Renewable Annual Consent Fee	31.00	31.00	<b>34.00</b>	
<b>ANIMAL ACTIVITIES LICENCE</b>				
Animal Activities Licence	300.00	300.00	<b>315.00</b>	plus Vet Fees
Request Re-Inspection for Star Review	130.00	130.00	<b>137.00</b>	
Requesting Variation of the Licence	118.00	118.00	<b>124.00</b>	
Performing Animals Licence*	255.00	255.00	<b>268.00</b>	plus Vet Fees

\* 10% Discount for Charities

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<b>LICENCES AND CERTIFICATES</b>			
Scrap Metal Dealers & Motor Salvage Operators			
New Application	948.00	948.00	<b>1,016.00</b>
Site Renewal	743.00	743.00	<b>813.00</b>
Collectors Licence	271.00	271.00	<b>288.00</b>
Variations			
- Add New Site Manager (Existing within LA area)	10.50	10.50	<b>10.50</b>
- Add New Site Manager (Not Existing within LA area)	69.00	69.00	<b>69.00</b>
- Remove Site Manager (Existing within LA area)	10.50	10.50	<b>10.50</b>
- Duplicate Licence	10.50	10.50	<b>10.50</b>
- Change of Trading Name	10.50	10.50	<b>10.50</b>
Remove a Site			
- Refund In Year 1**	284.00	284.00	<b>313.00</b>
- Refund In Year 2**	129.00	129.00	<b>144.00</b>
- In Year 3	15.00	15.00	<b>15.00</b>
Add a Site			
- In Year 1	511.00	511.00	<b>542.00</b>
- In Year 2	344.00	344.00	<b>372.00</b>
- In Year 3	201.00	201.00	<b>203.00</b>
Collectors Licence to Site Licence			
- In Year 1	630.00	630.00	<b>688.00</b>
- In Year 2	497.00	497.00	<b>535.00</b>
- In Year 3	351.00	351.00	<b>383.00</b>
Site Licence to Collectors Licence			
- Refund In Year 1**	13.00	13.00	<b>25.00</b>
- In Year 2**	142.00	142.00	<b>144.00</b>
- In Year 3	271.00	271.00	<b>288.00</b>
Surrender Collectors Licence			
- Refund In Year 1**	124.00	124.00	<b>135.00</b>
- Refund In Year 2**	62.00	62.00	<b>68.00</b>
<b>** This is a Refund</b>			

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	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £
<b>LICENCES AND CERTIFICATES</b>			
Premises Licence - Grant/Variation (Not change of name/address or premises supervisor)			
- NDRV £0 - £4,300	100.00	100.00	<b>100.00</b>
- NDRV £4,301 - £33,000	190.00	190.00	<b>190.00</b>
- NDRV £33,001 - £87,000	315.00	315.00	<b>315.00</b>
- NDRV £87,001 - £125,000	450.00	450.00	<b>450.00</b>
- NDRV £125,001 and over	635.00	635.00	<b>635.00</b>
Premises Licence - Annual			
- NDRV £0 - £4,300	70.00	70.00	<b>70.00</b>
- NDRV £4,301 - £33,000	180.00	180.00	<b>180.00</b>
- NDRV £33,001 - £87,000	295.00	295.00	<b>295.00</b>
- NDRV £87,001 - £125,000	320.00	320.00	<b>320.00</b>
- NDRV £125,001 and over	350.00	350.00	<b>350.00</b>
Premises Licence - Variation Fee in Transition			
- NDRV £0 - £4,300	20.00	20.00	<b>20.00</b>
- NDRV £4,301 - £33,000	60.00	60.00	<b>60.00</b>
- NDRV £33,001 - £87,000	80.00	80.00	<b>80.00</b>
- NDRV £87,001 - £125,000	100.00	100.00	<b>100.00</b>
- NDRV £125,001 and over	120.00	120.00	<b>120.00</b>
For premises used exclusively or primarily in the business of selling alcohol for consumption on the premises and within bands D & E - the following multiplier applies - Band D x 2, Band E x 3			
Premises Licence - Grant/Variation (Not change of name/address or premises supervisor)			
- NDRV £87,001 - £125,000	900.00	900.00	<b>900.00</b>
- NDRV £125,001 and over	1,905.00	1,905.00	<b>1,905.00</b>
Premises Licence - Annual			
- NDRV £87,001 - £125,000	640.00	640.00	<b>640.00</b>
- NDRV £125,001 and over	1,050.00	1,050.00	<b>1,050.00</b>
Club Premises Certificates -Grant/Variation (Not change of name, alteration of club rules or registered address)			
- NDRV £0 - £4,300	100.00	100.00	<b>100.00</b>
- NDRV £4,301 - £33,000	190.00	190.00	<b>190.00</b>
- NDRV £33,001 - £87,000	315.00	315.00	<b>315.00</b>
- NDRV £87,001 - £125,000	450.00	450.00	<b>450.00</b>
- NDRV £125,001 and over	635.00	635.00	<b>635.00</b>
Club Premises Certificates - Annual			
- NDRV £0 - £4,300	70.00	70.00	<b>70.00</b>
- NDRV £4,301 - £33,000	180.00	180.00	<b>180.00</b>
- NDRV £33,001 - £87,000	295.00	295.00	<b>295.00</b>
- NDRV £87,001 - £125,000	320.00	320.00	<b>320.00</b>
- NDRV £125,001 and over	350.00	350.00	<b>350.00</b>

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	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £
<b>LICENCES AND CERTIFICATES</b>			
Copy of Licence/Certificate/Notice or Summary on theft or loss of:			
- Premises Licence or Summary	10.50	10.50	<b>10.50</b>
- Club Premises Certificate or Summary	10.50	10.50	<b>10.50</b>
- Personal Licence	10.50	10.50	<b>10.50</b>
- Temporary Events Notice	10.50	10.50	<b>10.50</b>
Change of name or address			
- Holder of Premises Licence	10.50	10.50	<b>10.50</b>
- Personal Licence	10.50	10.50	<b>10.50</b>
Change of name or alteration to club rules	10.50	10.50	<b>10.50</b>
Change of relevant registered address of club	10.50	10.50	<b>10.50</b>
Vary specific individual as premises supervisor	23.00	23.00	<b>23.00</b>
Transfer Premises Licence	23.00	23.00	<b>23.00</b>
Interim Authority Notice	23.00	23.00	<b>23.00</b>
Provisional Statement	315.00	315.00	<b>315.00</b>
Temporary Events Notice	21.00	21.00	<b>21.00</b>
Personal Licences			
- Grant/Renewal	37.00	37.00	<b>37.00</b>
Minor Variation of a Premises Licence/Club Premises Certificate	89.00	89.00	<b>89.00</b>
Notification of Interest	21.00	21.00	<b>21.00</b>

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	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £
<b>GAMBLING ACT - PERMIT FEES</b>			
FEC Gaming Machine -			
- Application Fee	300.00	300.00	<b>300.00</b>
- Renewal Fee	300.00	300.00	<b>300.00</b>
Prize Gaming -			
- Application Fee	300.00	300.00	<b>300.00</b>
- Renewal Fee	300.00	300.00	<b>300.00</b>
Alcohol Licences Premises - Notification of less than 2 Machines			
- Application Fee	50.00	50.00	<b>50.00</b>
Alcohol Licences Premises - More than 2 Machines			
- Application Fee	150.00	150.00	<b>150.00</b>
- Annual Fee	50.00	50.00	<b>50.00</b>
- Transitional Application Fee	100.00	100.00	<b>100.00</b>
Club Gaming Permit -			
- Application Fee	200.00	200.00	<b>200.00</b>
- Annual Fee	50.00	50.00	<b>50.00</b>
- Renewal Fee	200.00	200.00	<b>200.00</b>
- Transitional Application Fee	100.00	100.00	<b>100.00</b>
Club Gaming Machine Permit -			
- Application Fee	200.00	200.00	<b>200.00</b>
- Annual Fee	50.00	50.00	<b>50.00</b>
- Renewal Fee	200.00	200.00	<b>200.00</b>
- Transitional Application Fee	100.00	100.00	<b>100.00</b>
Club Fast-track for Gaming Permit or Gaming Machine Permit -			
- Application Fee	100.00	100.00	<b>100.00</b>
- Annual Fee	50.00	50.00	<b>50.00</b>
- Renewal Fee	100.00	100.00	<b>100.00</b>
- Transitional Application Fee			
Small Society Lottery Registration -			
- Application Fee	40.00	40.00	<b>40.00</b>
- Annual Fee	20.00	20.00	<b>20.00</b>



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	<b>PREVIOUS 2021/22 £</b>	<b>PREVIOUS 2022/23 £</b>	<b>CURRENT 2023/24 £</b>
<b>GAMBLING ACT - PERMIT FEES cont.</b>			
FEC Permits -			
- Change of Name	25.00	25.00	<b>25.00</b>
- Copy of Permit	15.00	15.00	<b>15.00</b>
Prize Gaming Permits -			
- Change of Name	25.00	25.00	<b>25.00</b>
- Copy of Permit	15.00	15.00	<b>15.00</b>
Alcohol Licences Premises - Notification of More than 2 Machines -			
- Change of Name	25.00	25.00	<b>25.00</b>
- Copy of permit	15.00	15.00	<b>15.00</b>
- Variation	100.00	100.00	<b>100.00</b>
- Transfer	25.00	25.00	<b>25.00</b>
Club Gaming Permit -			
- Copy of Permit	15.00	15.00	<b>15.00</b>
- Variation	100.00	100.00	<b>100.00</b>
Club Gaming Machine Permit			
- Copy of Permit	15.00	15.00	<b>15.00</b>
- Variation	100.00	100.00	<b>100.00</b>

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<b>GAMBLING ACT - APPLICATION FEES</b>			
Classes of Premises Licence -			
Regional Casino Premises Licence -			
- Application Fee in respect of Provisional statement premises	8,000.00	8,000.00	<b>8,000.00</b>
- Fee in respect of other premises	15,000.00	15,000.00	<b>15,000.00</b>
- Annual Fee	15,000.00	15,000.00	<b>15,000.00</b>
- Application to vary licence	7,500.00	7,500.00	<b>7,500.00</b>
- Application to transfer a licence	6,500.00	6,500.00	<b>6,500.00</b>
- Application for reinstatement of a licence	6,500.00	6,500.00	<b>6,500.00</b>
- Application for provisional statement	15,000.00	15,000.00	<b>15,000.00</b>
Large Casino Premises Licence -			
- Application Fee in respect of Provisional statement premises	5,000.00	5,000.00	<b>5,000.00</b>
- Fee in respect of other premises	10,000.00	10,000.00	<b>10,000.00</b>
- Annual Fee	10,000.00	10,000.00	<b>10,000.00</b>
- Application to vary licence	5,000.00	5,000.00	<b>5,000.00</b>
- Application to transfer a licence	2,150.00	2,150.00	<b>2,150.00</b>
- Application for reinstatement of a licence	2,150.00	2,150.00	<b>2,150.00</b>
- Application for provisional statement	10,000.00	10,000.00	<b>10,000.00</b>
Small Casino Premises Licence -			
- Application Fee in respect of Provisional statement premises	3,000.00	3,000.00	<b>3,000.00</b>
- Fee in respect of other premises	8,000.00	8,000.00	<b>8,000.00</b>
- Annual Fee	5,000.00	5,000.00	<b>5,000.00</b>
- Application to vary licence	4,000.00	4,000.00	<b>4,000.00</b>
- Application to transfer a licence	1,800.00	1,800.00	<b>1,800.00</b>
- Application for reinstatement of a licence	1,800.00	1,800.00	<b>1,800.00</b>
- Application for provisional statement	8,000.00	8,000.00	<b>8,000.00</b>
Converted Casino premises licence -			
- Annual Fee	3,000.00	3,000.00	<b>3,000.00</b>
- Application to vary licence	2,000.00	2,000.00	<b>2,000.00</b>
- Application to transfer a licence	1,350.00	1,350.00	<b>1,350.00</b>
- Application for reinstatement of a licence	1,350.00	1,350.00	<b>1,350.00</b>

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<b>GAMBLING ACT - APPLICATION FEES</b>			
Bingo Premises Licence -			
- Application Fee in respect of Provisional statement premises	1,200.00	1,200.00	<b>1,200.00</b>
- Fee in respect of other premises	3,500.00	3,500.00	<b>3,500.00</b>
- Annual Fee	1,000.00	1,000.00	<b>1,000.00</b>
- Application to vary licence	1,750.00	1,750.00	<b>1,750.00</b>
- Application to transfer a licence	1,200.00	1,200.00	<b>1,200.00</b>
- Application for reinstatement of a licence	1,200.00	1,200.00	<b>1,200.00</b>
- Application for provisional statement	3,500.00	3,500.00	<b>3,500.00</b>
Adult Gaming centre Premises Licence -			
- Application Fee in respect of Provisional statement premises	1,200.00	1,200.00	<b>1,200.00</b>
- Fee in respect of other premises	2,000.00	2,000.00	<b>2,000.00</b>
- Annual Fee	1,000.00	1,000.00	<b>1,000.00</b>
- Application to vary licence	1,000.00	1,000.00	<b>1,000.00</b>
- Application to transfer a licence	1,200.00	1,200.00	<b>1,200.00</b>
- Application for reinstatement of a licence	1,200.00	1,200.00	<b>1,200.00</b>
- Application for provisional statement	2,000.00	2,000.00	<b>2,000.00</b>
Betting premises (track) Licence -			
- Application Fee in respect of Provisional statement premises	950.00	950.00	<b>950.00</b>
- Fee in respect of other premises	2,500.00	2,500.00	<b>2,500.00</b>
- Annual Fee	1,000.00	1,000.00	<b>1,000.00</b>
- Application to vary licence	1,250.00	1,250.00	<b>1,250.00</b>
- Application to transfer a licence	950.00	950.00	<b>950.00</b>
- Application for reinstatement of a licence	950.00	950.00	<b>950.00</b>
- Application for provisional statement	2,500.00	2,500.00	<b>2,500.00</b>
Family Entertainment centre premises licence:			
- Application Fee in respect of Provisional statement premises	950.00	950.00	<b>950.00</b>
- Fee in respect of other premises	2,000.00	2,000.00	<b>2,000.00</b>
- Annual Fee	750.00	750.00	<b>750.00</b>
- Application to vary licence	1,000.00	1,000.00	<b>1,000.00</b>
- Application to transfer a licence	950.00	950.00	<b>950.00</b>
- Application for reinstatement of a licence	950.00	950.00	<b>950.00</b>
- Application for provisional statement	2,000.00	2,000.00	<b>2,000.00</b>

**CORPORATE ISSUES- FEES AND CHARGES WEF 01/04/2023 - 31/03/2024**SERVICE : **LICENSING (DCE)**

NOT SUBJECT TO VAT UNLESS STATED IN END COLUMN

	PREVIOUS 2021/22 £	PREVIOUS 2022/23 £	CURRENT 2023/24 £
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**GAMBLING ACT - APPLICATION FEES**

Betting premises (other) Licence			
- Application Fee in respect of Provisional statement premises	1,200.00	1,200.00	<b>1,200.00</b>
- Fee in respect of other premises	3,000.00	3,000.00	<b>3,000.00</b>
- Annual Fee	600.00	600.00	<b>600.00</b>
- Application to vary licence	1,500.00	1,500.00	<b>1,500.00</b>
- Application to transfer a licence	1,200.00	1,200.00	<b>1,200.00</b>
- Application for reinstatement of a licence	1,200.00	1,200.00	<b>1,200.00</b>
- Application for provisional statement	3,000.00	3,000.00	<b>3,000.00</b>
Change of Circumstance fee	50.00	50.00	<b>50.00</b>
Copy of Licence Fee	25.00	25.00	<b>25.00</b>