



CBK
SOLICITORS

Licensing Application *For Businesses*

*Colin Brown & Kidson
Wellington House
5 Wellington Road
Whitby
North Yorkshire
YO21 1BH*

Colin Brown & Kidson
Whitby's Local Law Firm

Tel: 01947 603 391
Website: cbk.uk.com

Prices

For a fixed fee of £150.00 plus VAT (total fee £180.00) we will meet with you, take your full instructions, review any the papers and advise you on merits and likely compensation. We will advise you as to your options and what your next steps should be. Should you require us to act on your behalf our fees would be fixed as per the following scale:

Application for a Premises License

Fees Charged by Colin Brown & Kidson

Fee	Actual	VAT	Subtotal
Legal Fee*	£750.00	£150.00	£900.00

Application to Vary a Premises License

Fees Charged by Colin Brown & Kidson

Fee	Actual	VAT	Subtotal
Legal Fee*	£450.00	£150.00	£900.00

* Basis of charging = fixed fee.

Fees Charged by Third Parties (Disbursements)

Fee	Average	VAT	Subtotal	Estimated Total Fees
Application Fee	£200.00	£	£	£
Advertising Fee	£250.00	£	£	£

Fees Charged by Third Parties (Disbursements)

Fee	Average	VAT	Subtotal	Estimated Total Fees
Application Fee	£200.00	£	£	£
Advertising Fee	£250.00	£	£	£
Enquiry agent fees to display public notices	£250.00	£	£	£

Factors That Could Increase Costs

In some circumstances we may increase our fees to account for additional time, work or skill required to meet your instructions.

Approximate/Average Timescales

Licensing application matters usually take X – X weeks/months from receipt of full instructions from you. This is on the basis of the application being relatively straightforward and you being able to provide all the necessary documents promptly. 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.

Work Included and Key Stages

The precise work and stages involved in a licensing application vary according to the circumstances. However, we have set out the key stages involved in a typical application:

- Taking your instructions and advising you as to how you can promote the licensing objectives within your application.
- Advising you as to the type of plans you are required to submit with your application.
- Completing the application form for the licence in accordance with your instructions and submitting this to the local licensing authority alongside suitable plans. You must provide suitable plans.
- Providing guidance on the fee levels payable to the licensing authority.
- Preparing copies of the premises license application for disclosure to the responsible authorities and serving copies of the application on the responsible authorities.
- Drafting the notices advertising the premises licence application and submitting the notice to the local newspaper.
- Arranging with you for you to display the notice(s) advertising the premises license application and advising as to where and how this should be done by you in order to comply with the requirements of the Licensing Act 2003.
- Providing a Designated Premises Supervisor (DPS) consent form for signature by a personal licence holder proposed by yourself.
- Checking the licence once granted and correcting any errors with the licensing authority.

Services Excluded

Our service will not include any of the following and will be charged at an hourly rate of £210.00:

- Obtaining suitable plans.
- Attending pre-consultation meetings with the Licensing Authority or Responsible Authorities, nor their fee for this meeting.
- Dealing with or advising you in relation to queries or representations received from either the responsible authorities or other interested parties.
- Advising on varying the license.
- 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.

Our Licensing Team

Michael Crossling – Solicitor & Partner

Mary Shone – Solicitor



Colin Brown & Kidson remains true to its local Whitby roots. Dedicated to providing individuals with expert legal advice on a range of issues, Colin Brown & Kidson aim to provide you with excellent customer service - every time.

Whatever your legal issue, trust Colin Brown & Kidson.

We work with you to discuss your legal issues and help you with your situation. We think that legal advice should be straightforward and in plain English. And we promise, that no matter who you are, we speak your kind of language.

*Colin Brown & Kidson
Wellington House
5 Wellington Road
Whitby
North Yorkshire
YO21 1BH*

Colin Brown & Kidson
Whitby's Local Law Firm

Tel: 01947 603 391
Website: cbk.uk.com