

Application Type	Description
Application Fee	This is a one-off, non-refundable fee payable to the licensing authority upon application for a new gambling premises licence or one under the transitional arrangements for existing operators. The fee will cover the cost to the licensing authority of receiving, considering and determining the application, including staff costs, overheads, IT, legal and other central support costs, initial inspections, Licensing Committee costs and hearing costs and appeals.
First Annual Fee	This will cover the regulatory costs for the first year (e.g. processing costs, plus review, inspection and enforcement activity). Licensing authorities have discretion to offer a discount on the first annual fee in recognition of the fact that checks will have been done at time of application, and the costs will be on average lower than in subsequent years. This is consistent with the Gambling Commission's approach to non-remote operating licensing fees.
Annual Fee	<p>Payable annually by all premises licence holders for the maintenance of their licence. This will cover the regulatory costs for the next year (i.e. inspection, holding reviews and enforcement activity), the costs associated with processing the annual fee (i.e. updating computer systems, register of gambling premises licences and processing fee) and annualised periodic costs incurred by the licensing authority in respect of its 3 year licensing policy statements;</p> <p>Under the Act, subsequent annual fees are payable before each anniversary of the date on which the licence is issued.</p> <p>Under the Act, a licensing authority must revoke a premises licence if a licensee fails to pay the annual fee, except where the authority thinks the failure to pay is due to an administrative error.</p>
<b>MISCELLANEOUS FEES</b>	
Change of circumstance fees	Payable by holders of premises licences when they submit a notification of a change of circumstance.
Variation of licence fees	Payable by holders of premises licences when they apply to vary a licence.
Transfer of licence	Payable by holders of premises licences when they apply to transfer a licence from one operator to another.
Re-instatement	Payable by anyone applying for a licence to be re-instated
Provisional statement fees	Payable by anyone applying for a provisional statement (a statement from the licensing authority in advance of a full premises licence).
Copy of licence fees	Payable for the provision of a replacement copy of a premises licence.