

Dumfries and Galloway Licensing Boards
Licensing (Scotland) Act 2005
The Licensing (Fees) (Scotland) Regulations 2007
Explanatory Leaflet

Please note that this leaflet provides guidance for applicants for premises and personal licences and does not constitute legal advice. The Law is as detailed in the above Act and Regulations.

Premises Licence

1. The fees for premises licences have been determined in accordance with the Licensing (Fees) (Scotland) Regulations 2007;
2. The Regulations provide that premises fall into one of 6 categories based on rateable value as follows:-
 - Category 1 – premises fall within this category if they are not entered in the Valuation Roll or there is no rateable value or a nil value shown in respect of them on that Roll **OR** their main function is to provide a visitor attraction and any sale of alcohol is not to be consumed on the premises and it is considered by the Board to be incidental to other activities carried on the premises (e.g. the sale of miniature bottles of whisky with shortbread from a gift shop) **OR** they are used wholly or mainly for the purposes of a club falling within the description specified in regulation 2 of the Licensing (Clubs) (Scotland) Regulations 2007 **OR** their main function is to provide accommodation, they are not open to the public other than for the provision of accommodation and any alcohol sold on the premises is to be consumed on the premises by guests being accommodated there (e.g. premises currently covered by a restricted hotel licence – subject to the proviso that alcohol is only sold to people actually staying in the premises)
 - Category 2 – premises with a rateable value between £1 and £11,500;
 - Category 3 – premises with a rateable value between £11,501 and £35,000;
 - Category 4 – premises with a rateable value between £35,001 and £70,000;
 - Category 5 – premises with a rateable value between £70,001 and £140,000;
 - Category 6 – premises with a rateable value over £140,000
3. Dumfries and Galloway Licensing Boards have determined the fees for premises licences as follows

Category	Dumfries & Galloway Fee for initial application	Dumfries & Galloway Annual Fee
1	£200	£180
2	£800	£220
3	£1,100	£280
4	£1,300	£500
5	£1,700	£700
6	£2,000	£900

Other Fees

4. The fee for a personal licence (10 years duration) is £50.
5. Other fees set by Regulation:-
 - Application for variation of a premises licence to substitute another individual as premises manager (the application may also request another minor variation) (£31)
 - Application for any other minor variation (£20)
 - Application fee for an occasional licence (by the holder of a premises licence, the holder of a personal licence or a representative of a voluntary organisation) (£10)
 - Application for extended hours (for up to one month) (£10)
6. Other fees set by the Boards:-
 - application for transfer of premises licence made by the licence holder which also includes an application for a variation of that licence (£190)
 - straight forward application for transfer of a premises licence made by the licence holder (£60)
 - application for transfer of premises licence by persons other than the licence holder (for example the executor, trustee in bankruptcy) which also includes an application for variation of the premises licence (£60)
 - straightforward application for transfer of a premises licence by persons other than the licence holder (£60)
 - application for a temporary premises licence (where the existing premises are undergoing reconstruction or conversion and the premises licence holder wishes to operate from other premises) (£190)
 - application for replacement of a personal licence (where the personal licence has been lost, stolen, damaged or destroyed and where lost or stolen, the applicant has reported the loss or theft to the police) (£25)
 - variation of a premises licence where the variation sought:-
 - does not relate to substitution of another individual as premises manager or
 - does not relate to another minor variation (such as a variation of the layout plan which is not inconsistent with the operating plan; relating to the terms on which children or young persons are allowed entry to the premises; any other variation prescribed by Parliament)

Category 1	£100
Category 2	£400
Category 3	£550
Category 4	£650
Category 5	£850
Category 6	£1,000