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## Licensing for Business Premises Our Service, Fee Scale and Timescales

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Rasiah & Co Solicitors recognise the importance of being upfront with clients about our costs. We are always as clear as possible about the costs you can expect to pay for the service you will receive. Since each case is unique however, we do encourage you to contact us on 020 8543 4040 to discuss your specific requirements to obtain a bespoke quote. Alternatively, you can email us at [info@rasiah.co.uk](mailto:info@rasiah.co.uk). We set out below an estimated fee scale for some of the types of applications we deal with, together with brief details of the service included, as well as estimated timescales.

The estimated fee scale provided below is based on a standard, straightforward application, and does not take into account any complications in the matter. It does not include the cost of submitting a new application, for example, if the application is unsuccessful or dealing with any further queries from the council or other third party in respect of the application.

The following are examples of other issues that may affect the cost:

- whether counsel is required to be engaged to advise in relation to any aspect of your matter
- whether there is any delay from third parties
- whether any pre-application consultation is required with the licensing authority
- whether there are any representations made against the application
- whether the application proceeds to a licensing committee hearing
- how promptly you are able to provide any supporting information required
- how urgent the matter is
- the level of experience/seniority of the person dealing with your matter

Please note that the above list is not exhaustive and should any of the above matters (or other non-specified matters) apply, then additional fees may apply.

Rasiah & Co Solicitors regularly deal with licensing applications in respect of business premises and have a wealth of experience in this area. Your matter will be handled by one of the following; if a solicitor is handling your matter, he/she will be supervised by a partner at all times:

### **LICENSING TEAM**

<b>NAME</b>	<b>POSITION</b>	<b>YEAR OF QUALIFICATION</b>	<b>HOURLY RATE</b>
Mr. N. Rasiah	Partner	1990	£250

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Ms. M. Rasiah	Partner	2010	£250
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**LICENSING FEE SCALE AND SERVICE**

APPLICATION TYPE	ESTIMATED FEE	LIKELY DISBURSEMENTS (ESTIMATED)	THE SERVICE/PROCESS	ESTIMATED TIMESCALE
Application for a new Premises Licence	£950+VAT	Disbursements are expenses that are incurred in your matter that are required to be paid to third parties. We will be able to give you a better idea of the disbursements and their costs during the course of the matter, however these are some of the common disbursements, which may or may not apply in your matter: -Licensing authority application fee – an application fee will be payable to the licensing authority to process the application and the applicable fee will be determined by the relevant licensing authority and is usually based on the non-domestic rateable value - Fee for newspaper advertising of a notice relating to the application – this will vary based on the fee charged by the relevant newspaper - postal/courier fee for serving the application (if an electronic application is not being made)	The service that will be provided and the process involved is summarised below: -initial consultation with you to discuss your requirements and provide advice -carry out all checks in order to comply with Anti Money Laundering Regulations - obtain and collate any additional documents required in support of the application - complete and submit the application - drafting notices advertising the application for display at the premises arranging publication in a local newspaper - liaising with you to arrange the display of the notice(s) at the premises - checking the licence once granted and reporting to you	The timeframe will depend upon the nature and complexity of the application.  Each application type has a statutory timescale which the licensing authority must adhere to. In the case of a straightforward, non-contested application, the process could take anywhere between 6 to 12 weeks, but could take considerably longer depending on the specific factors applicable to the matter
Application to Transfer Premises Licence together with an application to vary an existing Premises Licence to specify an individual as designated premises supervisor (minor variation)	£450+VAT			
Application to vary an existing Premises Licence	£950+VAT			