



GLASGOW CITY COUNCIL

LICENSING SECTION, CORPORATE SERVICES

CURRENT APPLICATION FEES & CHARGES

Please refer to this document for a full list of applications fees and other charges sets by the Licensing Section of Glasgow City Council from April 2022.

If you have any questions regarding this document please contact us.

The Council reserves the right to update this document at any time.

Contact Us:

Licensing Section
Glasgow City Council
City Chambers
George Square
Glasgow G2 1DU

Phone: 0141 287 5354

For Gambling and Liquor Enquiries

Email: LicensingBoard@glasgow.gov.uk

For All Other Licence Enquiries

Email: LicensingEnquiries@glasgow.gov.uk



GLASGOW CITY COUNCIL: LICENSING SECTION, CORPORATE SERVICES FEES & CHARGES FROM APRIL 2022

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Additional Items

- J Substitute Vehicle (Taxi / Private hire Car)
- K Paragraph 9(1)
- L Topographical Test
- M Duplicate Licence
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Vehicle Identification Plates

- O Taxi Identification Plate (cost per plate)
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Taxi Advertising

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- AC Full Livery and Hub Cap Advert

2. CIVIC GOVERNMENT LICENCES

Application Fees for Licence

- A Late Hours Catering
- B Second Hand Dealer
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- G Sex Shop
- H Street Traders
- I Window Cleaner (As Business)
- J Window Clearer (As Individual)
- K Knife Dealer
- L Permanent Site Licence (Grant)
- M Permanent Site Licence (Renewal)

Additional Items

- N Duplicate Licence

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3. PUBLIC ENTERTAINMENT, PUBLIC ENTERTAINMENT (HEALTH & FITNESS) AND INDOOR SPORTS ENTERTAINMENT

Application Fees for Licence

- A A commercial operation where the capacity of the venue is up to 5000 persons
- B A commercial operation where the capacity of the venue exceeds 5000 persons but is less than 10,000 persons
- C A commercial operation where the capacity of the venue exceeds 10,000 persons
- D A commercial event held within a Designated Stadium as defined by the Safety of Sports Grounds Act where a Safety Certificate has been granted

- E Other commercial events (including festival events or events with local community input or publicly subsidised events organised by local authorities) and Indoor Sports Entertainment
- F Fair Grounds
- G Tanning Saloons (Sun Beds)
- H Non-Commercial Events
- I Community Based Organisations
- J Safety of Sports Grounds – Special Safety Certificate
- K Safety of Sports Grounds – Grant of Regulated Stand Certificate

Additional Items

- L Duplicate Licence
- M Variation of Licence – Premises

4. HOUSES IN MULTIPLE OCCUPATION

Application Fees for Grant of HMO Licence

- A Occupancy Level – Up to 10 Persons
- B Occupancy Level – Between 11 and 100 Persons
- C Occupancy Level – Between 101 and 200 Persons
- D Occupancy Level – Between 201 and 300 Persons
- E Occupancy Level – Between 301 and 400 Persons
- F Occupancy Level – Between 401 and 500 Persons
- G Occupancy Level – Between 501 and 600 Persons
- H Occupancy Level – Between 601 and 700 Persons

Application Fees for Renewal of HMO Licence

- I Occupancy Level – Up to 10 Persons
- J Occupancy Level – Between 11 and 100 Persons
- K Occupancy Level – Between 101 and 200 Persons
- L Occupancy Level – Between 201 and 300 Persons
- M Occupancy Level – Between 301 and 400 Persons
- N Occupancy Level – Between 401 and 500 Persons
- O Occupancy Level – Between 501 and 600 Persons
- P Occupancy Level – Between 601 and 700 Persons

Additional Items

- Q Duplicate Licence

5. MISCELLANEOUS LICENCES

Application Fees for Licence

- A Sale of Venison

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- B Sale of Pets
- C Cinema Licence (Per Screen)
- D Boarding Establishments (including Home Boarding)
- E Breeding Establishments
- F Dangerous Wild Animals
- G Horse Riding Establishments
- H Performing Animals
- I Animal Rehoming Centres
- J Animal Welfare Establishments
- K Zoo

6. OTHER CHARGES

- A Certified Extract from any Register of Applications for Licence
- B Duplicate Licence

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NOTES OF FEES:

1. METHOD OF PAYMENT

By Post

Payment submitted by post should be in the form of Cheque or Postal Order. All Cheques and Postal Orders should be made payable to Glasgow City Council. **Do not send cash by post.**

BACS / ELECTRONIC FUND TRANSFER

Electronic payment options are currently supported for day to day payment of fees and charges as part of our Covid 19 arrangements. Payments should be made to the Licensing bank account (quoting your licence reference number/plate number if you are a current licence holder) as follows:-

Account Name: Glasgow City Council - Licensing
Account No. 00116224
Sort Code: 83-44-00
Reference:

2. PARTIAL PAYMENT

Applications will not be lodged without payment in full.

3. PAYMENT BY A THIRD PARTY

Payments will only be accepted from the applicant (i.e. an individual or company named on the application form) or their registered agent (i.e. Solicitor or Accountant). **Payments made by a third party other than a registered agent will not be accepted.**

3. BACS / ELECTRONIC FUND TRANSFER

Electronic payment options are not generally supported for day to day payment of fees and charges however payments are currently accepted as part of our Covid 19 arrangements.

4. ONLINE PAYMENT

An online service to facilitate electronic submission of late hours catering licence applications with an online payment solution through Worldpay. Please refer to our website for further information.

5. INTERNAL CUSTOMERS

Internal Council Customers should contact the Licensing Section directly for information on payment options.

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1. TAXI AND PRIVATE HIRE CAR

Application Fees for Licence		Temporary (£)	3 Years (£)
A	Grant of Private Hire Car Drivers Licence	71	168
B	Renewal of Private Hire Car Drivers Licence		168
C	Grant of Taxi Drivers Licence	71	168
D	Renewal of Taxi Drivers Licence		168
E	Grant of Private Hire Car Licence ¹	175	418
F	Renewal of Private Hire Car Licence ¹		418
G	Grant of Taxi Licence	175	418
H	Renewal of Taxi Licence		418
I	Booking Office	310	310
Additional Items			Charge (£)
J	Substitute Vehicle (Taxi / Private hire Car)		28
K	Paragraph 9(1)		26
L	Topographical Test		24
M	Duplicate Licence		11
N	Duplicate Identification Badge		11
Vehicle Identification Plates			Charge (£)
O	Taxi Identification Plate (cost per plate)		11
P	Full Set – Private Hire Car Identification Plates (with Bracket)		30
Q	Full Set – Private Hire Car Identification Plates (no Bracket)		18
R	Private Hire Car Identification Plates – Front Plate		6
S	Private Hire Car Identification Plates – Rear Plate		7
T	Private Hire Car Identification Plates – Side Stickers		5
U	Private Hire Car Identification Plates – Front Bracket		4
V	Private Hire Car Identification Plates – Rear Bracket Plate		8
W	Private Hire Car Identification Plates – Strapping Kit		9
X	Private Hire Car Identification Plates - Door Stickers		4

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Taxi Advertising	Charge (£)
Y Full Livery Advert	109
Z Supersides Advert	44
AA Double Door Advert	22
AB Hub Cap Advert	22
AC Full Livery and Hub Cap Advert	109

NOTE:

1. Applicants for a Private Hire Car Licence must pay for Vehicle Identification Plates at the time of lodging their application. Please refer to the application form for more details.

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2. CIVIC GOVERNMENT

Application Fees for Licence	Temporary (£)	1 Year (£)	3 Years (£)
A Late Hours Catering	78		188
B Second Hand Dealer	129		309
C Market Operator	129		309
D Metal Dealer	129		309
E Itinerant Metal Dealer			126
F Skin Piercing and Tattooing	129		309
G Sex Shop	13310	13310	
H Street Traders	64		153
I Window Cleaner (As Business)	127		305
J Window Clearer (As Individual)	64		153
K Knife Dealer			669
L Permanent Site Licence (Grant)			624
M Permanent Site Licence (Renewal)			312
Additional Items			Charge (£)
N Duplicate Licence			11
O Variation of Licence – Premises			73
P Variation of Licence – Other			26

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3. PUBLIC & INDOOR SPORTS ENTERTAINMENT

Application Fees for Licence		Temporary (£)	3 Years (£)
A	A commercial operation where the capacity of the venue is up to 5000 persons	621	1864
B	A commercial operation where the capacity of the venue exceeds 5000 persons but is less than 10,000 persons	3962	3962
C	A commercial operation where the capacity of the venue exceeds 10,000 persons	7821	7821
D	A commercial event held within a Designated Stadium as defined by the Safety of Sports Grounds Act where a Safety Certificate has been granted	621	1864
E	Other commercial events (including festival events or events with local community input or publicly subsidised events organised by local authorities) and Indoor Sports Entertainment	258	622
F	Fair Grounds	621	1864
G	Sunbeds (Tanning Salons)	127	305
H	Non-Commercial Events	129	310
I	Community Based Organisations ¹	29	1 Year only - 29
J	Safety of Sports Grounds – Special Safety Certificate	5518	
K	Safety of Sports Grounds – Grant of Regulated Stand Certificate ¹		1 Year only 113
Additional Items			Charge (£)
L	Duplicate Licence		11
M	Variation of Licence – Premises		73

Note:

1. Applications from Community Based Organisations and Safety of Sports Grounds – Grant of Regulated Stand Certificate under the ‘3 years’ heading are only available for a duration of 1 year.

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4. HOUSES IN MULTIPLE OCCUPATION

Application Fees for New HMO Licence		3 Years (£)
A	Occupancy Level – Up to 10 Persons	1982
B	Occupancy Level – Between 11 and 100 Persons	4197
C	Occupancy Level – Between 101 and 200 Persons	9095
D	Occupancy Level – Between 201 and 300 Persons	13991
E	Occupancy Level – Between 301 and 400 Persons	18898
F	Occupancy Level – Between 401 and 500 Persons	23785
G	Occupancy Level – Between 501 and 600 Persons	28682
H	Occupancy Level – Between 601 and 700 Persons	33580
Application Fees for Existing HMO Licence		Charge (£)
I	Occupancy Level – Up to 10 Persons	991
J	Occupancy Level – Between 11 and 100 Persons	2099
K	Occupancy Level – Between 101 and 200 Persons	4547
L	Occupancy Level – Between 201 and 300 Persons	6995
M	Occupancy Level – Between 301 and 400 Persons	9449
N	Occupancy Level – Between 401 and 500 Persons	11892
O	Occupancy Level – Between 501 and 600 Persons	14341
P	Occupancy Level – Between 601 and 700 Persons	16790
Additional Items		Charge (£)
Q	Duplicate Licence	11

1. Applications for change of owner will only be accepted if lodged within 1 month of the sale concluding and evidence of the change in ownership is provided.

Educational Institutions

Glasgow City Council has agreed capped fees with the following Educational Institutions:

- Glasgow University
- Strathclyde University
- Caledonian University
- Glasgow School of Art

Details of these capped fees are available on request.

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**5. MISCELLANEOUS
LICENCES**

Application Fees for Licence		1 Year (£)	3Years (£)
A	Sale of Venison		30
B	Sale of Animals as Pets		188
C	Cinema Licence (Per Screen)	260	
D	Boarding Establishment (including Home Boarding)	63	
E	Breeding Establishment		188
F	Dangerous Wild Animals	63	
G	Horse Riding Establishment	63	
H	Performing Animals		188
I	Animal Rehoming Centre		188
J	Animal Welfare Establishment		188
K	Zoo		520

6. OTHER CHARGES

Miscellaneous Charges		Charge (£)
A	Certified Extract from any Register of Applications for Licence	11
B	Duplicate Licence	11