

LEISURE UNIT *fact sheet*

Liquor Licensing

stevensdrake
solicitors sd.

If you are thinking of buying a public house, hotel, restaurant, bar or other leisure premises, liquor licensing will be key to your business. Without the appropriate licences, you will not be able to trade and your business will fail.

What type of activities need a licence?

- sale of alcohol for consumption either on or off the premises
- provision of hot food and drink between 11pm and 5am
- performance of a play
- the exhibition of films (for example, music videos for karaoke or film extracts for horse racing events)
- indoor sporting events
- performance of live or recorded music
- provision of entertainment facilities (for example, karaoke or a dance floor)

To do any of the above activities, you will need **TWO** licences.

Premises Licence

As its name would suggest, this licence deals with what activities can be undertaken on any premises, how those activities must be conducted, the hours for those activities and the extent of the premises.

Premises with a premises licence need to specify a designated premises supervisor (DPS), who will be the first point of contact for the local authorities and the police. This should be the manager of the premises or some other person who is in daily contact with the premises.

Premises licences must be renewed every year.

What do I need to do?

If the premises you want to buy has a premises licence and covers all the activities and hours you need, all that needs to be done is to transfer the licence into your name on completion of the purchase and change the details of the DPS.

If the premises has a licence, but you want to offer additional activities or extended hours, you will need to apply for a variation of the licence. You will also need to transfer the licence into your name on completion and change the details of the DPS.

If the premises has a premises licence but you are refurbishing the premises, you may need to apply for the variation of the existing licence or the grant of a new licence (depending on the extent of the changes being made to the premises).

If the premises does not have a licence or the licence has lapsed, you will need to apply for a new licence.

stevensdrake is experienced in all of the above applications. We can advise you on the type of activities the property is licensed for and any applications that will need to be made to allow you to trade the way you want.

Personal Licence

The holders of a premises licence and the DPS must hold a premises licence. This licence gives the holder the authority to do the activities allowed under the premises licence.

Personal licences last for a period of 10 years.

What do I need to do?

If you already hold a personal licence, you do not need to do anything. Personal licences granted by one authority can be used anywhere in England and Wales.

If you do not hold a personal licence, you must first complete an accredited course. Details of an accredited course near you can be found at www.biiab.org Once you have successfully completed the course, you will need to apply to your local authority for the personal licence. If you have certain criminal convictions (primarily serious offences and those involving dishonesty, controlled drugs and licensing offences), you may not be able to obtain a personal licence.

You should complete your course and apply for your personal licence well in advance to make sure that it does not delay completion. If you do not have a personal licence in place before completion, this may affect your ability to trade.

stevensdrake can guide you through the process of applying for all the licences necessary to ensure that you can run your new business the way you want to. Our personal contacts at many local authorities mean that we are ideally placed to give practical and helpful advice in this fast changing and complex area.

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