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Transfer of premises licence

Last Modified June 09, 2023



You can apply to transfer a premises licence to another person or company.

The application must be made by the incoming licence holder and the outgoing licence holder needs to sign a consent form for the transfer to be made.

Apply to transfer a premises licence

Apply online to [transfer a licence](#) into your name or [give consent](#) for your licence to be transferred to someone else.

A [copy of the application must be sent](#) to Blackpool police licensing unit and to the Home Office (Immigration enforcement).

When you apply online a copy of the application is sent electronically to the police and Home Office for you.

Alternatively download and complete the [transfer application form \[PDF 177KB\]](#). You will need to get the outgoing licence holder to sign the [transfer consent form \[PDF 78KB\]](#). Submit both forms together with the fee of £23 and the original premises licence and summary for amendment. You will need to send copies of the application to the police and Home Office yourself if submitting a paper form.

If you are applying as an individual you will also need to provide proof that you are entitled to work in the UK (see guidance notes on the back of the application form for ways in which to demonstrate your "Right to Work" status.)

The police and Home Office have 14 days from receipt to submit any objections to the transfer. If there are no objections after this time your licence will normally be issued within 10 working days.

Selling your business or leaving the premises

You are still responsible for any licensable activities that occur at the premises, as well as being liable for the annual licence fee, unless the premises licence is transferred out of your name or you surrender it, even if you have left the premises.

On leaving you should ensure that the new occupiers apply to transfer the licence into their name.

If you are concerned that a transfer application may not be made, or if the new owners do not require the licence, you should [surrender the premises licence](#).

Contact

Licensing service

Municipal buildings, Corporation Street, Blackpool, FY1 1NF

Telephone 01253 478572

Email licensing.la2003@blackpool.gov.uk

The licensing service is available to contact by telephone between 10:00am and 2:00pm Monday to Friday or visit in person by appointment only at the licensing desk at Blackpool Council's Customer First Centre on Corporation Street .

Additional information

Premises-Licence-application-overview

Association of Licensed Multiple Retailers

Licensing Act 2003 offences

Federation of Licensed Victuallers Association

British Beer and Pub Association

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Blackpool Council

Municipal Buildings
Corporation Street
Blackpool
FY1 1NF

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