

EPPING FOREST LICENSING CHARGES - 22/23 For comparison

*****ALL CHARGES ARE SUBJECT TO VAT IN ADDITION UNLESS INDICATED OTHERWISE*****

			2022/23 CHARGES	
Standard Application Fee			£ 27.00	£ 54.00
All licences are subject to standard application <u>plus</u> licence fee charges as shown. Application fee is payable on agreement of licence and is non-refundable.				
EVENTS				
Event	Notes	Description/ amount of participants over the course of the event	Charity/ non-profit	Commercial /Charities with turnover > £1,000.000
fundraising events such as charity fun run/ walk/ cycle/ * horses must hold Epping Forest horse licence	Includes an event with entrance marker, first aid, table of drinks	Less than 100	£1.05 per person or 10% of entrance fee and / or minimum sponsorship	£2.10 per person or 10% of entrance fee and /or minimum sponsorship
		100 - 500		
		More than 500 – apply through events licence		See events charges
Events charges* <i>*where events are free entry additional charges will be made relative to the loss of amenity / scale of event</i>	Charges for small medium and large will be determined on levels of infrastructure being used and impact on other Forest users, size of footprint as well as audience numbers	up to 50	£0-£273	£0-£546
		50-499	£354.50 + 5 % of ticket price	£709 + 5 % of ticket price
		500-4999	£1062.50 + 5% of ticket price	£2125 + 5% of ticket price
		5000+	by negotiation	by negotiation
Regular run/ walk* / cycle** events by clubs <i>*walks with under 25 participants where no charge is made will generally not incur a charge **please note we do not license competitive speed cycle races</i>	Up to 20 events each year*	Less than 100	Annual Fee £218 (includes administration) plus 5% entrance fees	Annual Fee £436 (includes administration) plus 5% entrance fees
		up to 15 events each year*	100-500	Annual Fee £218 (includes administration) plus 5% entrance fees
FAIRS	Set up/dismantle days			

	Operational days (5% discount for 6+ days)			
<i>Regular events with more than 500 participants should be applied for through the events licence. * Capacity of the event site and impact on Forest will be</i>				
WANSTEAD FLATS (OUT OF SEASON)				
Football Match or tournament	Additional charges may apply. See below		Price on application	Price on application
School Sports Day	Dedicated use of mown area only	Less than 100	£56 per day*	
		100 - 500	£108 per day*	
* Up to 2 days for the price of one if no additional mowing				
<i>Levies may apply for football matches/tournaments and sports days which require additional services, examples below. All levies are calculated 'at cost' to COL and no</i>				
Exclusive use of changing facilities *ONLY WHEN STAFF AVAILABLE	Opening up the building and use of changing rooms. Cleaning and heating costs.	Minimum hire period - 4 hours		£110
		Additional charge per hour after 4 hours		£28.00
Sports Day Line marking	Running track up to 8 lanes + 2 other events needing markings	Based on maximum of 7 hours		£92
SPORTS COACHING OR TRAINING				
Personal Training/sports training/football training	Outside only. No toilets, pavilion or parking use. No marked pitch areas to be used.	1-10 people	£27* annual	£54* annual
		11-29 people		
		More than 30 people	£54* annual	£82* annual
			* plus 10% of fees charged per session	* plus 10% of fees charged per session based on advertised capacity
OTHER GUIDED ACTIVITY OR EDUCATIONAL OFFER				
Small Commercial Guided Walks and Tours		Up to max 100	£27+ 10% of ticketed price per participant	£54 + 10% of ticketed price per participant
Forest Schools - not for profit activities will have priority use of designated surveyed areas	Licence		£27 + 5% of fee charged per pupil	£27 + 5% of fee charged per pupil
	Tree surveying (as required)		Price on application	Price on application
FILMING AND PHOTOGRAPHY				

Commercial Photography	Standard shoot based on 8 hours per day	Studio shoot (up to 6 people) e.g. family portrait	£60 for one off visit/£360 yearly fee
		Crew size 1 - 5	£375.50
		Crew size 6 - 15	£501.50
		Crew size 16 - 30	£626.00
		Crew size 30 +	Price on application
Commercial Filming	Standard shoot based on 8 hours per day	Crew size 1 - 5	£491.00
		Crew size 6 - 20	£859.00
		Crew size 21 - 40	£1,226.50
		Crew size 40 +	Price on application

Levies may apply for non-commercial filming requests which require additional services. All levies are calculated 'at cost' to COL and no reduction is possible.

OTHER USE OF FOREST LAND

Skips	Use of Forest land	per week	£110.00
Hire of car parks for events or compounds per 8 hours	Large (e.g Bury Road)	Based on 8 hour hire	£1,200.00
	Medium (e.g. Fairmead Oak)		£732.00
	Small (e.g. Earl's Path)		£442.00
Scaffolding	Area per day (m ²)		£5.00 per m ² per day + VAT
	Minimum overall charge inc admin		£250.00
Site compounds, storage, excavation/trenches	Area per day (m ²)	<i>Small (under 5 m²)</i>	£5.75 per m ² per day +VAT
		<i>Medium (5 m² up to 10 m²)</i>	£4.50 per m ² per day + VAT
		<i>Large (over 10 m²)</i>	£4.00 per m ² per day + VAT
		<i>Damage to loss of amenity value</i>	Minimum charge £1,200 for Forest Land, rising to £2,400 for SSSI and £3,600 for SAC, all plus VAT
		<i>Officer time</i>	£40 per hour + VAT
		<i>Consultants time</i>	£120 per hour + VAT

This charge applies until all equipment is removed and amenity restored. An additional amenity charge may be levied.

HORSE RIDING LICENCES

Horse Riding Licence	Adult individual/joint and horse	Annual	£62.90
	Junior individual/joint and horse	Annual	£30.75

Horse Riding Licence	Adult or junior individual/joint and horse	Weekly fee	£7.87
		Daily fee	£5.50
Riding School Licences	Riding School	Annual	£78.61
<i>Please note, horse riding licences are not subject to the standard licence application fee</i>			

Sponsored Bench with plaque	10 year sponsorship	Armrest & back style	
		Sleeper style	

Car Parking	Up to 1 hour		
	Upt to 2 hours		
	2 - 4 hours		
	Full day (over 4 hours)		
	Blue Badge holders		
	Motor cycles in marked motor cycle bays		
	Annual Permit		