

Subsidiary Legislation made under s.51.

Licence (Fees) Rules 1991**LN.1991/205**

		<i>Commencement</i>	1.11.1991
Amending enactments	Relevant current provisions	Commencement date	
LN. 1992/099	Sch. 2	1.8.1992	
1992/145	Sch. 2	25.10.1992	
“	Sch. 2	23.11.1992	
1992/152	Sch. 2	17.12.1992	
1993/063	Sch. 2	1.4.1993	
1995/019	Sch. 2	23.2.1995	
1995/032	Sch. 2	14.3.1995	
1995/019	Sch. 2	1.4.1995	
1995/116	Sch. 2	17.8.1995	
1996/056	Sch. 2	25.4.1996	
1996/083	Sch. 2	29.8.1996	
1997/048	Sch. 2	2.5.1997	
1997/084	Sch. 2	21.8.1997	
1998/023	Sch. 2	26.3.1998	
Act. 1998-34	Sch. 2	1.4.1998	
“	Sch. 2	1.7.1998	
LN. 1998/092	Sch. 2	22.10.1998	
2000/074	Sch. 2	22.9.2000	
2003/022	Sch. 2	1.4.2001	
2002/030	Sch. 2	1.4.2002	
2003/048	Sch. 2	1.5.2003	
2004/136	Sch. 2	1.1.2005	
2005/025	Sch. 2	1.4.2005	
2005/054	Sch. 2	1.4.2005	
2019/178	Sch. 2	2.7.2018	
“	Sch. 2	1.9.2019	
2022/222	Schs. 1-2	1.8.2022	
2022/285	Sch. 2	3.10.2022	
2023/002	Sch. 2	1.2.2023	
2023/231	Schs. 1-2	1.8.2023	
2024/136	Schs. 1-2	1.8.2024	

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2024/215 Sch. 2

1.1.2025

2024/221 Sch. 2

1.1.2025

ARRANGEMENT OF RULES

Rule

1. Title and commencement.
2. Fees and terms of licence.

SCHEDULE 1.

FEEs PAYABLE IN ACCORDANCE WITH LICENSING AND FEES ACT AND NOT OTHERWISE PROVIDED FOR.

PART I – INTOXICATING LIQUOR LICENCES.

PART II – OTHER LICENCES.

SCHEDULE 2.

FEEs AND CHARGES IN RESPECT OF MATTERS SPECIFIED IN THE SCHEDULE TO THE ACT.

1. CUSTOMS.
2. FEES AND DOCUMENTS RELATING TO LAND PROPERTY.
3. REGISTRATION AND NATURALISATION.
4. OFFICE FEES.
5. PASSPORT FEES.
6. DRUGS (MISUSE).
7. *Omitted.*
8. CRANE AND WEIGHTMENT CHARGES.
9. RENTAL CHARGES.
10. ARRIVAL AND DEPARTURE CHARGES.
11. The fee payable to the Chief Environmental Health Officer.....
12. SUSTAINABLE TOURISM FEE.
13. ADMINISTRATIVE SERVICE REQUESTS.

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In exercise of the powers conferred on him by section 51 of the Licensing and Fees Act, and of all other enabling powers, the Governor has made the following rules—

Title and commencement.

1. These rules may be cited as the Licence (Fees) Rules 1991 and shall come into operation on the 1st day of November 1991.

Fees and terms of licence.

2.(1) The fees specified in Schedule 1, shall be payable in respect of licences required under the Licensing and Fees Act to be paid except—

- (a) where provision has been made for such fees in other rules under the Act or under some other Act;
- (b) fees to be paid in respect of matters specified in the Schedule to the Act.

And provision shall be made in respect of such fees as to the duration of the licence, and condition attaching thereto and the method of payment of the fee.

(2) Fees payable in respect of matters specified in the Schedule to the Act shall be those set out in Schedule 2.

SCHEDULE 1.

*Rule 2(1)***FEES PAYABLE IN ACCORDANCE WITH LICENSING AND FEES ACT AND NOT OTHERWISE PROVIDED FOR.****PART 1 – INTOXICATING LIQUOR LICENCES.**

<i>Description of Licence</i>	<i>Fee £</i>	<i>Duration of an Conditions of Licence and how payable</i>
1 Beer merchant's licence (Section 16)	35.50	per annum; issuable for one year; fee payable yearly in advance.
2. Beershop licence (Section 17)	46.50	per annum; issuable for one year; fee payable yearly in advance.
3. Canteen licence (Section 21)	6.00	per annum; issuable for one year; fee payable yearly in advance.
4. Club licence (Section 18)	Free	There is a duty payable under the Clubs Act.
5. Club annexe, temporary licence for (Section 19)	6.00	Fee payable on registration.
6. Grocer's wine licence (Section 20)	46.50	per annum; issuable for one year; fee payable yearly in advance.
7. Hotel licence:- (Section 15) For any premises whose net annual value is rated at not more than £1,000 per annum	117.50	per annum; issuable for one year; fee payable yearly in advance.
rated from £1,001 to £2,000	176.50	
rated from £2,001 to £3,000	235.00	
rated from £3,001 to £5,000	293.50	
rated above £5,000	352.50	
8. Manufacturer's licence (Section 9)	46.50	per annum; issuable for one year; fee payable yearly in advance.

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9. Occasional licence to sell alcoholic liquor (Section 23)	6.00	per diem, issuable for any period not exceeding seven days; fee payable in advance. The licence authorises the holder thereof to sell during such hours and upon such terms and conditions as may be specified in the licence, the same articles that he may sell on his licensed premises.
10. Tavern licence:- (Section 14) For any premises whose net annual value is rated at not more than £250 per annum	188.00	per annum; issuable for one year; fee payable quarterly in advance.
rated from £251 to £500	235.00	
rated from £501 to £1,000	306.00	
rated from £1,001 to £1,500	376.00	
rated above £1,500	470.50	
11. Wholesale wine merchant's licence (Section 12)	46.50	per annum; issuable for one year; fee payable yearly in advance.
12. Full wine merchant's licence:- (Section 13)		
(a) When issuable to any person who is the holder of a tavern licence in respect of the same premises for the same period.	23.50	per annum; issuable for one year; fee payable quarterly in advance.
(b) When issuable to any other person, or when issuable to the holder of the tavern licence in respect of premises other than those in respect of which the tavern licence is held	94.50	per annum; issuable for one year; fee payable quarterly in advance.

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13. Traveller's licence to sell intoxicating liquors (Section 22)	23.50	for each licence which covers a period not exceeding one month from date to issue; fee payable in advance.
	12.00	for each licence which covers a period not exceeding fourteen days from date of issue; fee payable in advance.

PART II – OTHER LICENCES.

<i>Description of Licence</i>	<i>Fee £</i>	<i>Duration of and Conditions of Licence and how payable</i>
1. Tobacconist's occasional licence (Section 23)	0.50	per diem; issuable for a period not exceeding seven days; fee payable in advance. The licence authorises the holder to sell tobacco, manufactured, on such terms and conditions as may be specified in the licence.
2. Traveller's licence to sell tobacco (Section 22)	23.50	for each licence which covers a period not exceeding one month's from date to issue.
	12.00	for each licence which covers a period not exceeding fourteen from date to issue.
3. Traveller's licence to sell perfumed spirits (Section 22)	12.00	for each licence which covers a period not exceeding one month from date to issue.
	6.00	for each licence which covers a period not exceeding fourteen from date to issue.
4. Amusement machine licence (Section 29A)	59.00	per annum; issuable for one year fee payable in advance.
5. Video lending licence (Section 29B)	29.00	per annum; issuable for one year fee payable in advance.
6. Transfer fee (section 30)		
(a) For the transfer of a porter's or guide's licence	0.50	

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(b) For the transfer of any other licence.
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2.00

SCHEDULE 2

Rule 2(2)

**FEES AND CHARGES IN RESPECT OF MATTERS SPECIFIED IN THE
SCHEDULE TO THE ACT.**

Fees and Charges

<i>Description of fees and charges.</i>	<i>Fee £</i>
1. CUSTOMS	
(a) For any certificate issued by the Collector of Customs in relation to quantities and condition of any class of goods imported into or exported from Gibraltar—	
(i) certificate of landing or shipment;	23.50
(ii) certificate of weight or measurement (applicable also to liquors);	12.00
(iii) certificate of examination of goods, short or damaged;	23.50
(b) Declaration of import of a motor vehicle for personal use.	59.00
(c) Issue of an import licence under the Imports and Exports (Control) Regulations, 1987;	12.00
(d) Issue of an export licence under the Imports and Exports (Control) Regulations, 1987;	12.00
(e) Declaration of goods imported on a temporary basis;	12.00
(f) Declaration of goods in transit;	12.00
(g) Transfer or assignment of an import licence granted in respect of a vessel or caravan;	12.00
(h) Import duty refunds as a result of erroneous declarations made by an importer or his duly authorised agent.	25.00
2. FEES AND DOCUMENTS RELATING TO LANDED PROPERTY.	

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(a) an original grant of Crown Land in fee on paper or parchment, under Public Seal	46.50
(b) a lease or demise for a term of years, of Crown Land, under the Public Seal	46.50
3. REGISTRATION AND NATURALISATION.	
(a) Registration of a person as a British citizen under section 5 of the British Nationality Act, 1981;	250.00
(b) registration of a person of full age as a British Overseas Territories citizen under the British Nationality Act, 1981;	100.00
(c) registration of a minor as a British Overseas Territories citizen under the British Nationality Act, 1981;	350.00
(d) grant of a Certificate of Naturalisation as a British Overseas Territories citizen under section 18(1) of the British Nationality Act, 1981;	550.00
(e) grant of a Certificate of Naturalisation as a British Overseas Territories citizen under section 18(2) of the British Nationality Act, 1981;	550.00
(f) registration of a declaration of renunciation of British Overseas Territories citizenship under section 12 of the British Nationality Act, 1981;	95.50
(g) supplying a certified or other copy of a notice, certificate, order, declaration or entry given, granted or made under the British Nationality Act 1981 or any of the former Nationality Acts;	23.50
(h) administering the oath of allegiance for the purposes of the British Nationality Act, 1981 at a citizenship ceremony;	80.00
(i) providing an English language assessment in connection with an application for naturalisation under section 18(1) or (2) of the British Nationality Act 1981;	65.00
(j) preparing or forwarding or both an application for registration or naturalisation to the Home Office;	35.50

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(k) application for exemption under section 12(1) and (2) of the Immigration Asylum and Refugee Act.	450.00
4. OFFICE FEES/IMMIGRATION FEES	£
(a) For the issue of any licence, permit, certificate, pass or other document required under the authority of any law for which no fee is specified therein or by this Act;	10.00
(b) for the attestation or authentication by a public officer, justice of the peace or notary public, as such, of any signature or document where not otherwise provided – for each signature or document attested or authenticated;	35.00
(c) for the issue of a certificate or other document by a public officer for use outside Gibraltar;	35.00
(d) for the attestation or authentication of any signature or document;	18.00
(e) where, by request, it is necessary to effect such attestation or authentication urgently, in addition to any fees payable;	70.00
(f) for the issue of a visa waiver to a frontier worker;	35.00
(g) for the issue of a visitor's visa waiver;	25.00
(h) for any Biometric enrolments;	25.00
(i) for an application for a permit of residence made by a British Overseas Territories Citizen to bring into Gibraltar a non-EU spouse or civil partner or minor child under section 18(1)(ee) of the Immigration Asylum and Refugee Act;	100.00
(j) for an application for permanent residence.	100.00
5. PASSPORT FEES	£
(a) For the issue of a passport valid -	
(i) for one period of ten years, where the applicant is 16 years of age or over-	75.00

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(ii) for one period of 5 years where the applicant is under 16 years of age;	50.00
(iii) for one period of ten years, where the applicant is 65 years or over.	No fee
(b) For the issue of an Emergency Travel Document where the applicant is	
(i) aged 16 years or above	150.00
(ii) under the age of 16	120.00
(c) For the issue of an emergency passport (valid for a single journey back to the United Kingdom) or a Certificate of Identity.	25.00
(d) For checking or forwarding, or both, an application for the issue of passport by an authority of Her Majesty's Government in the United Kingdom. No fee shall be taken in respect of these services if the applicant is born on or before 2 nd September, 1929.	15.50
Note: No fee shall be taken in respect of the grant of a passport under paragraph 5(a) to a Minister of H.M Government of Gibraltar The Head of the Civil Status and Registration Office may remit the fee payable under paragraph 5(b) where the application is made as a matter of urgency because of bereavement or serious illness.	
6. DRUGS (MISUSE)	£
For the issue of a licence under Part 21 of the Crimes Act 2011	0.50
7. (OMITTED).	
8. CRANGE AND WEIGHTMENT CHARGES.	
Part I. CRANGAE CHARGES.	
(a) cranes of less than 6 tons lifting capacity-	
(i) within normal working hours;	

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(aa) at Waterport Wharf	<p>17.50 per hour or part thereof or</p> <p>10.50 for a single lift provided there is no delay</p>
(bb) mobile cranes used elsewhere in the Port	<p>17.50 per hour or part thereof (subject to a minimum charge of £35.50)</p>
(ii) outside normal working hours anywhere within the Port-	
(cc) when commencing within but continuing outside normal working hours	<p>17.50 per hours for each working hour or part thereof, and</p> <p>28.00 per hour or part thereof outside working hours</p>
(dd) when commencing outside normal working hours on Mondays to Fridays	<p>28.00 per hour or part thereof (subject to a minimum charge of £63.50)</p>
(ff) on Sunday and public holidays	<p>34.00 per hour or part thereof (subject to a minimum charge of £78.00)</p>
(b) 8 ton Crane at Waterport-	
(i) within normal working hours	<p>21.00 per hour or part thereof or 13.00 for a single</p>

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<p>(ii) outside normal working hours-</p> <p>(aa) when commencing within but continuing outside normal working hours</p> <p>(bb) when commencing outside normal working hours on Mondays to Fridays</p> <p>(ii) on Saturdays</p> <p>(cc) on Sundays and Public Holidays</p> <p>Note on the above fees.</p> <p>Normal working hours means-</p> <p>8.00 a.m. to 1.00 p.m.; and 2.00 p.m. to 5.00 p.m.</p> <p>on all days other than Public Holidays, from Monday to Friday.</p> <p>All charges due under this Part shall be payable on demand to the Captain of the Port or to an officer authorised by him</p>	<p>lift provided there is no delay</p> <p>21.00 per hour for each working hour or part thereof and 32.00 per hour or part thereof outside normal working hours</p> <p>32.00 per hour or part thereof (subject to a minimum charge of £56.50)</p> <p>32.00 per hour or part thereof (subject to a minimum charge of £67.00)</p> <p>37.00 per hour or part thereof (subject to a minimum charge of £81.00)</p>
PART II – OVERTIME FEES	
Overtime fees payable for the service of Customs Staff outside the normal hours of business	

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<p>Note on the above fees</p> <p>For the purposes of this part, normal hours of business means</p> <p>9.00 a.m. to 12.45 p.m. and 2.00 p.m. to 4.45 p.m.</p> <p>on all days other than Public Holidays from Monday to Friday.</p>	<p>£29.00 per hour (subject to a minimum charge in respect of hours Monday to Friday of £59.00 and for hours on Saturdays, Sundays and Public Holidays of £70.50)</p>
<p>PART III. – WEIGHMENT CHARGES</p>	
<p>(a) for the use of the weighbridge</p> <p>per weighment</p> <p>Provided that where not less than 25 tons of merchandise is weighted for any one person at any one time, the following charges shall be made for weighing-</p> <p>for the first 25 tons, per ton or part thereof</p> <p>for the next 25 tons, per ton or part thereof</p> <p>for the next 50 tons, per ton or part thereof</p> <p>thereafter, per ton or part thereof</p> <p>(b) for the use of any other weighing instrument-</p>	<p>0.01p per cwt. per part thereof for the first cwt. and 0.0048p per 56 lbs, or part thereof for any weight in excess of 1 cwt.</p> <p>0.19p</p> <p>0.10p</p> <p>0.05p</p> <p>0.03p</p>

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(i) coffee, sugar, unmanufactured tobacco, grain, rice, seeds, flour, potatoes, soap, dried fruits, dried fish, iron and liquids including oil per weightment	0.0048p per cwt. or part thereof
(ii) manufactured tobacco (including cigars and cigarettes) per weightment	0.01p per cwt. for the first cwt and 0.0048p for every additional 56 lbs or part thereof
(iii) other merchandise per weightment	0.02p for first cwt. and 0.01p for every additional 56 lbs or part thereof
Note on the above fees	
Any fraction of one penny in the total of any claim will be charged as one penny.	
The weighbridge shall only be used for weightments of animals, articles or packages of not less than 5 cwt, and at the discretion of the Collector of Customs.	
PART IV.- EXMINATION FEES.	
For the examination of goods at the request of a member of the public preparatory to the issue of an official certificate.	3.00
PART V.- ATTENDANCE FEES.	
For the attendance of a customs officer to supervise the conveyance of dutiable goods from Waterport Wharf to any place outside the area of Waterport Wharf	3.00
9. RENTAL CHARGES.	
Rental charges shall be paid in respect of every container anywhere within the Port, other than in a Government store, as follows-	
(i) container up to 25 feet in length, the first 30 days, including the day of discharge, free, thereafter for each succeeding day or part thereof	12.00

<p>(ii) containers exceeding 25 feet in length, the first 30 days including the day of discharge free, thereafter for each succeeding day or part thereof</p> <p>Notes on the above fee.</p> <p>Where any container in transit has been discharged in the Port for the convenience of the carrier and not as a genuine incident of carriage, which question shall be decided by the Captain of the Port in his absolute discretion, there shall be no free days and rental charges shall be payable from the day of discharge at the rates specified.</p> <p>Where any container which has been discharged in the Port has been removed from the Port other by sea within 30 days after discharge, including the day of discharge and the day of removal, enters the Port, after having been outside the Port for more than twenty-four hours, no rental charges shall be payable in respect of such container for the number of days for which no charges would have been payable if it had not been so removed.</p>	<p>23.50</p>
<p>10. ARRIVAL AND DEPARTURE CHARGES.</p>	
<p>1.(1) Subject to the provisions of sub-paragraph (2), there shall be paid in respect of every fare-paying passenger on departure from Gibraltar by civil aircraft–</p> <p>(a) to a destination in Morocco, £3,</p> <p>(b) to any other destination, £10.</p> <p>(2) The provisions of sub-paragraph (1) do not apply–</p> <p>(a) to passengers under 2 years of age,</p> <p>(b) to any passenger in transit whose ticket does not provide for the passenger to spend more than 24 hours in Gibraltar,</p> <p>(c) to passengers travelling on civil aircraft forced to return to Gibraltar Airport due to mechanical, navigational or meteorological reasons,</p>	

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<p>(d) to any passenger lawfully removed from Gibraltar under the following provisions of the Immigration Control Act, namely–</p> <ul style="list-style-type: none">(i) section 53 (fugitive offenders),(ii) section 55 (political refugees),(iii) section 59 (detention and removal of unauthorised persons). <p>2. <i>Omitted</i></p> <p>11. The fee payable to the Chief Environmental Health Officer in respect of each permit for the importation of material to which rule 12 of the Litter and Nuisance Rules and Regulations 1994 applies–</p> <p>For the first 1000 tons in each permit</p> <p>For each additional 1000 tons or part thereof in each permit</p>	<p>£29.00</p> <p>£12.00</p>
12. SUSTAINABLE TOURISM FEE	
<p>The fee to be paid by every visitor for each night spent in Gibraltar in hotel or other rented accommodation in accordance with paragraph 15 of the Schedule to the Licensing and Fees Act.</p> <p>This fee does not apply to –</p> <ul style="list-style-type: none">(a) a child under the age of 12 years;(b) a visitor who is staying in accommodation that is owned, operated or managed by a charity and approved by the Minister as being exempted accommodation for the purposes of paragraph 15 of the Schedule to the Licensing and Fees Act; or(c) a visitor who arrives in Gibraltar on a cruise ship and to whom the charges in paragraph 3(e) of Schedule 4 to the Port Rules apply.	<p>£3.50</p>
13. ADMINISTRATIVE SERVICE REQUESTS	
<p>Certificate of ordinarily resident in respect of a company</p>	<p>£54.50</p>

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Certificate of ordinarily resident in respect of an individual meeting the conditions of section 74 of the Income Tax Act 2010, including an individual: <ul style="list-style-type: none">- in employment;- carrying on a trade, business, profession or vocation;- who has a certificate issued under the Qualifying Category 2 Individuals Rules 2004 or the High Executive Possessing Specialist Skills Rules 2008.	£27.00
Certificate of compliance in respect of a company	£54.50
Certificate of compliance in respect of an individual: <ul style="list-style-type: none">- in employment;- carrying on a trade, business, profession or vocation; or- who has a certificate issued under the Qualifying Category 2 Individuals Rules 2004 or the High Executive Possessing Specialist Skills Rules 2008.	£27.00
Statement of account: a summary listing in respect of all transactions carried out	£27.00