

## Caravan site licensing fees and charges 2025/26

Caravan site licence	Fee/Charge (£)
Caravan site licence – new	£1,386.30
Caravan site licence – transfer	£846.60
Caravan site licence – annual fee	£154.50
<b>Administration</b>	
Change of details on licence	£39.10
Replacement of missing documentation	£39.10
<b>Refunds</b>	
Refund for part used licence	No refund
Refund for refusal of caravan site licence application by sub-committee	No refund

### Pre-application advice service

Before applying for a caravan site licence, you can make an appointment with our advice service for help with any questions or concerns. The fees are outlined below:

Pre-application advice service	Hourly rate (£) (VAT exclusive)
Caravan site licence	£82.50

To request a pre-application advice appointment, send an email to [licensingadvice@southglos.gov.uk](mailto:licensingadvice@southglos.gov.uk)

The advice service is administered and provided by council authorised licensing officers and assistants. Appointments will take place at the Licensing offices, Broad Lane, Yate, BS37 7PN, or virtually through MS Teams.