Event licensing

The Licensing Act 2003 states that most events and activities will require a premises licence or temporary events notice.

This will be the case if you intend to carry out any of the following at your event:

- the sale by retail of alcohol
- the supply of alcohol by or on behalf of a club to, or to order of, a member of a club
- the provision of late-night refreshment
- the provision of regulated entertainment, including:
    1. the performance of a play
    2. the exhibition of a film
    3. an indoor sporting event such as boxing or wrestling entertainment
    4. a performance of live music
    5. any playing of recorded music
    6. a dance performance
    7. entertainment of a similar description to that falling within (5) or (6)

All formal events require a premises licence. An event is considered to be formal when there are likely to be over 50 attendees, is commercial in nature and the location of the event will make that area unavailable for public use.

- Read more about how to apply for a premises licence https://www.cambridge.gov.uk/apply-for-a-premises-licence

A temporary events notice (TEN) can be issued for events for up to 499 people (including staff, stewards and performers) and for a maximum period of four days.

- Read more about how to apply for a temporary events notice https://www.cambridge.gov.uk/temporary-event-notices

It is the responsibility of the event organiser to apply for and cover the cost for either of the licences.