

- Concordia Parish
- Tensas Parish
- Catahoula Parish
- East Carroll Parish
- LaSalle Parish
- Caldwell Parish

Department of Revenue & Taxation
Sales and Use Tax Division
P.O. Box 160
Vidalia, LA 71373

1. Date of Application

Month Day Year

APPLICATION FOR AND/OR REQUEST FOR

(Check one or more squares)

FOR OFFICE USE ONLY

2. A. ☐ Sales Tax Certificate
B. ☐ Occupational License Tax
☐ New Business
☐ Renewal
Previous Year License No. _____

C.R.N.

FOR OFFICE USE ONLY

3. Class _____
(OLT)
4. SIC _____
(Sales)

5. Federal Employer ID Number ☐ None

6. LA Sales Tax Number ☐ None

7. Local Sales Tax Number ☐ None

8. A. Taxpayer Name

B. Area Code-Phone Number

C. Trade Name

D. Mail Address

E. City, State, Zip Code

F. Location-Street, City, State, Zip Code

G. Parish Location

9. Type of Organization A. ☐ Individual B. ☐ Partnership C. ☐ Corporation D. ☐ Governmental E. ☐ Non-Profit F. ☐ Other (Specify)

10. If corporation or partnership Name, Title, Soc. Sec. No., Resident Address and Phone of Officers or Partners.

Name	Title	SSN																	
Resident Address		Phone-																	
Name	Title	SSN																	
Resident Address		Phone-																	
Name	Title	SSN																	
Resident Address		Phone-																	

11. If Sole Owner (individual) Name

Resident Address

SSN

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Phone- _____

12. Ending Month of Accounting (Fiscal Year)

13. Name and Address of Agent for Service of Process

14. Location of Accounting Records Are Maintained-Check One as Noted in Item 8 (If other, show other street, ☐ D ☐ F ☐ address, city & state)

15. If Corporation, State of Incorporation

16. Reason for Applying

A. ☐ Started New Business C. ☐ Other (specify) _____
B. ☐ Purchased Going Business—Name of previous Owner _____

17. Date Business Started/ Acquired at THIS LOCATION

Month Day Year

18. Have you registered with the Secretary of State for Louisiana as a foreign corporation?
☐ Yes ☐ No

19. Excluding This One How Many Other Business Locations Do You Have in This Parish or Municipality? ☐

20. Nature of Business

Description of Sales or Activity

If applying for Occupational License complete Schedule A (reverse side). If transferring License complete only Line 32 on reverse side.

I affirm that the information given on this application and attached schedules is true and correct

Signature of Applicant

Title

Signature of Preparer
If different from above

OCCUPATIONAL LICENSE SCHEDULE "A"

Refer to instructions to determine base and rate (fee) to be used in lines 21 thru 31.

Class of License being applied for _____
 License Year _____ Open Date for This License _____

COMPLETE ONLY ONE OF 21 THRU 25

21. BUSINESS OPENED DURING THE PREVIOUS CALENDAR YEAR..... ☐

Gross sales for remainder of calendar year..... \$ _____
 Less: Deductions (describe) _____
 \$ _____ equals \$ _____ which divided by number of days in
 operation _____ days equal \$ _____ which multiplied by 365 amounts to a taxable sales
 of \$ _____

22. BUSINESS OPENED LESS THAN 30 DAYS..... ☐

Tax due will be the minimum of applicable rate table.

23. BUSINESS OPENED MORE THAN 30 DAYS..... ☐

Gross sales for first 30 days..... \$ _____
 Less: Deductions (describe) _____
 \$ _____ equals \$ _____ which multiplied by a number of months, or major
 fraction thereof, remaining in year, _____ months amounts to a taxable sales of \$ _____

24. BUSINESS OPENED BETWEEN DECEMBER 2 AND DECEMBER 31..... ☐

Gross receipts for remainder of calendar year..... \$ _____

25. BUSINESS OPENED ON OR PRIOR TO JANUARY 1 OF THE PREVIOUS YEAR..... ☐

Gross sales..... \$ _____
 Less: Deductions (describe) _____
 \$ _____ equals taxable gross of \$ _____

26. LICENSE FEE/RATE DUE BASED ON TABLE _____ \$ _____

27. To be used by those occupations paying fee based on units, indicate numbers of seats, spaces, pool tables, etc.

Item	Number	Fee	Total For This Item

Total..... \$ _____

28. Amount of tax due (Lines 26 & 27)..... \$ _____

29. Interest..... \$ _____

30. Penalty..... \$ _____

31. Total Amount Due..... Remit This Amount \$ _____