

Occupational License Checklist

In order to obtain an Occupational License from the City of Thibodaux the following steps must be taken before submitting application, required attachments and payment to the Tax Collector:

- ❑ Obtain an **Occupational License packet** from:
 - City of Thibodaux
 - Tax & License, Finance Dept
 - 310 West 2nd St.
 - Thibodaux, LA 70301
 - PH.: (985) 446-7221 FAX: (985) 446-7242
 - <http://ci.thibodaux.la.us>

Download the packet from the web in Adobe (*.pdf) format.
- ❑ Obtain an **Occupancy Permit (required attachment)** from:
 - Department of Public Works
 - City Inspector
 - 1219 Henry S. Thibodaux St.
 - Thibodaux, LA 70301
 - PH.: (985) 446-7208 FAX: (985) 446-7272
 - E-mail: cityinspector@ci.thibodaux.la.us
- ❑ Obtain a **Board of Health Permit, if necessary (required by City Inspector prior to obtaining Occupancy Permit)** from:
 - Lafourche Parish Health Unit
 - 2535 Veterans Blvd.
 - Thibodaux, LA 70301
 - PH: (985) 447-0954 FAX: (985) 447-0897
 - <http://www.dhh.state.la.us/>
- ❑ Register for **Sales Tax (proof of registration, required attachment, if applicable)** with the following:

<ul style="list-style-type: none">State of LouisianaDept. of Revenuewww.rev.state.la.us	<ul style="list-style-type: none">Lafourche Parish School BoardSales & Use Tax Dept.701 East 7th St.Thibodaux, LA 70301PH: (985) 446-4023http://lafourche.k12.la.us/email/search.asp?l=CO_ST
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- ❑ Electrical, Plumbing & Mechanical License Applicants must obtain an **Approval Letter (required attachment)** from:
 - Department of Public Works
 - City Electrical, Plumbing & Mechanical Inspector
 - 1219 Henry S. Thibodaux St
 - Thibodaux, LA 70301
 - PH.: (985) 446-7208 FAX: (985) 446-7272
 - E-mail: inspectorsoffice@ci.thibodaux.la.us

It is the applicant's responsibility to check with the above authorities on the necessity for additional permits & licenses.

CITY OF THIBODAUX

POLICE DEPARTMENT
1309 CANAL BOULEVARD – P.O. BOX 1338
THIBODAUX, LOUISIANA 70302
TELEPHONE: (985) 446-5021
FAX: (985) 446-7214

EMERGENCY BUSINESS FORM

Please Print

Business Name: _____

Business Address: _____

Business Phone Number (985) _____ - _____

E-mail Address: _____@_____

Owner of Building _____

Owner's Home Phone Number: _____ - _____ - _____

Alarm Company NO / YES (circle one)

If Yes,

Alarm Company _____

Alarm Company's Phone Number _____ - _____ - _____

EMERGENCY CONTACTS / KEYHOLDERS FOR AFTER HOURS/WEEKENDS/HOLIDAYS

1. _____ Home PS _____ - _____ - _____

2. _____ Home PS _____ - _____ - _____

3. _____ Home PS _____ - _____ - _____

4. _____ Home PS _____ - _____ - _____

5. _____ Home PS _____ - _____ - _____

List any information the officer should be aware of in reference to your building.



TAX & LICENSE, FINANCE DEPT
P.O. BOX 5418
THIBODAUX, LA 70302

ANNUAL CHAIN STORE TAX REPORT

NAME: _____

MAILING ADDRESS: _____

E-MAIL ADDRESS: _____

KIND OF BUSINESS: _____
(STATE IF GROCERY, DRY GOODS, DRUGS, DEPT.STORE, ETC.)

THIBODAUX STORES

NAME	STREET ADDRESS	Opening Date If New

Total Stores Operating in Thibodaux, Listed Above, as of January 1, Current Year

Total Stores Operating Wherever Located Including Above, Under Same General Management, Supervision, Ownership or Control as of January 1, Current Year

NOTE: Opening Date to be Shown Opposite Name and Address and Tax to be Paid as Explained in Line 5 on Reverse Side

COMPUTATION OF TAX (SEE EXPLANATION ON BACK) Total Thibodaux Stores _____ Rate of Tax \$ _____	Amount of Tax	\$
	Interest	
	Penalty	
	TOTAL	\$

I affirm that the information given on this report is true and correct.

Signature

Date

LICENSE TAX SCHEDULE

Belonging to a chain or group having:

(1) Not more than 10 Stores	\$10.00 per store in Thibodaux
(2) More than 10, but not more than 35 stores	\$15.00 per store in Thibodaux
(3) More than 35, but not more than 50 stores	\$20.00 per store in Thibodaux
(4) More than 50, but not more than 75 stores	\$25.00 per store in Thibodaux
(5) More than 75, but not more than 100 stores	\$30.00 per store in Thibodaux
(6) More than 100, but not more than 125 stores	\$50.00 per store in Thibodaux
(7) More than 125, but not more than 150 stores	\$100.00 per store in Thibodaux
(8) More than 150, but not more than 175 stores	\$150.00 per store in Thibodaux
(9) More than 175, but not more than 200 stores	\$200.00 per store in Thibodaux
(10) More than 200, but not more than 225 stores	\$250.00 per store in Thibodaux
(11) More than 225, but not more than 250 stores	\$300.00 per store in Thibodaux
(12) More than 250, but not more than 275 stores	\$350.00 per store in Thibodaux
(13) More than 275, but not more than 300 stores	\$400.00 per store in Thibodaux
(14) More than 300, but not more than 400 stores	\$450.00 per store in Thibodaux
(15) More than 400, but not more than 500 stores	\$500.00 per store in Thibodaux
(16) More than 500 stores	\$550.00 per store in Thibodaux

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1. **RATE OF TAX** The rate of tax is determined from the total retail stores operated under the same general management, supervision, ownership or control, wherever located, including the Thibodaux stores covered by this report. Refer to the License Tax Schedule above.
 2. **MEASURE OF TAX** The measure, or the amount of tax due the City of Thibodaux, is determined by applying the rate of tax to the total retail stores in Thibodaux.
 3. **EXAMPLE** If an operator of a total of 36 retail stores located in Texas, New York, Alabama, and Louisiana, operates 2 stores in Thibodaux, the amount of chain store tax would be computed as follows: The license tax schedule above shows that the rate of tax on a chain of between 35 and 50 stores is \$20.00 per Thibodaux store. Therefore, the amount of tax due would be 2 Thibodaux stores at \$20.00 each or a total of \$40.00
 4. **INTEREST AND PENALTY** If return is not filed and the tax paid before March First each year there will be added to the tax interest at the rate of 12% per annum, until paid and penalty at the rate of 5% for each thirty days or fraction thereof of delinquency not to exceed 25% in the aggregate.
 5. **NEW STORES OPENED DURING TAXABLE YEAR** The rate of tax for stores opened in Thibodaux after January 1st shall be the same as though the new stores were added to the number in operation on January 1st.

 If a store is opened in Thibodaux after June 30th of any year, the rate applicable to such store for the first year shall be one-half of the rate determined as hereinabove provided.
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This report must be made to the Tax & License, Finance Dept, Thibodaux, Louisiana. The remittance to cover the tax evidenced by this report must be mailed to the Tax & License, Finance Dept before March 1st.

CITY OF THIBODAUX - OCCUPATIONAL LICENSE TAX TABLES

Table 1 - Retail Dealers		
R.S. 47:354 If the Gross Sales Are as much as	But Less than	The Annual License Shall Be
\$ 0	5,000	\$10.00
5,000	10,000	\$15.00
10,000	15,000	\$20.00
15,000	20,000	\$25.00
20,000	25,000	\$30.00
25,000	30,000	\$35.00
30,000	40,000	\$40.00
40,000	50,000	\$50.00
50,000	75,000	\$60.00
75,000	100,000	\$90.00
100,000	150,000	\$120.00
150,000	200,000	\$180.00
200,000	250,000	\$250.00
250,000	300,000	\$300.00
300,000	400,000	\$360.00
400,000	500,000	\$500.00
500,000	600,000	\$650.00
600,000	750,000	\$800.00
750,000	1,000,000	\$900.00
1,000,000	1,500,000	\$1,200.00
1,500,000	2,000,000	\$1,800.00
2,000,000	2,500,000	\$2,400.00
2,500,000	3,000,000	\$3,000.00
3,000,000	3,500,000	\$3,600.00
3,500,000	4,000,000	\$4,200.00
4,000,000	4,500,000	\$4,800.00
4,500,000	5,000,000	\$5,400.00
5,000,000	5,500,000	\$6,000.00
5,500,000	\$6,200.00

Table 4 - Commission / Brokerage Agent		
R.S. 47:357 If the Gross Sales Are as much as	But Less than	The Annual License Shall Be
\$ 0	15,000	\$50.00
15,000	20,000	\$70.00
20,000	25,000	\$90.00
25,000	30,000	\$112.00
30,000	40,000	\$137.00
40,000	50,000	\$180.00
50,000	65,000	\$225.00
65,000	80,000	\$300.00
80,000	100,000	\$360.00
100,000	125,000	\$450.00
125,000	150,000	\$600.00
150,000	175,000	\$675.00
175,000	200,000	\$750.00
200,000	250,000	\$900.00
250,000	300,000	\$1,050.00
300,000	350,000	\$1,200.00
350,000	400,000	\$1,400.00
400,000	450,000	\$1,600.00
450,000	500,000	\$1,800.00
500,000	550,000	\$2,000.00
550,000	600,000	\$2,200.00
600,000	650,000	\$2,400.00
650,000	700,000	\$2,600.00
700,000	750,000	\$2,800.00
750,000	800,000	\$3,000.00
800,000	850,000	\$3,200.00
850,000	900,000	\$3,400.00
900,000	950,000	\$3,600.00
950,000	\$3,700.00

Table 2- Wholesale Dealers		
R.S. 47:355 If the Gross Sales Are as much as	But Less than	The Annual License Shall Be
\$ 0	100,000	\$50.00
100,000	150,000	\$75.00
150,000	250,000	\$100.00
250,000	500,000	\$150.00
500,000	600,000	\$200.00
600,000	800,000	\$250.00
800,000	1,000,000	\$300.00
1,000,000	1,500,000	\$400.00
1,500,000	2,000,000	\$500.00
2,000,000	2,500,000	\$700.00
2,500,000	3,000,000	\$900.00
3,000,000	4,000,000	\$1,000.00
4,000,000	5,000,000	\$1,250.00
5,000,000	5,500,000	\$1,800.00
5,500,000	6,000,000	\$2,400.00
6,000,000	6,500,000	\$3,000.00
6,500,000	7,000,000	\$3,600.00
7,000,000	7,500,000	\$4,200.00
7,500,000	8,000,000	\$4,800.00
8,000,000	9,000,000	\$5,200.00
9,000,000	10,000,000	\$5,600.00
10,000,000	11,000,000	\$6,000.00
11,000,000	12,000,000	\$6,400.00
12,000,000	13,000,000	\$6,800.00
13,000,000	14,000,000	\$7,200.00
14,000,000	\$7,500.00

Table 5 - Public Utilities		
R.S. 47:358 If the Gross Sales Are as much as	But Less than	The Annual License Shall Be
\$ 0	20,000	\$50.00
20,000	25,000	\$60.00
25,000	37,500	\$75.00
37,500	50,000	\$115.00
50,000	75,000	\$150.00
75,000	100,000	\$200.00
100,000	150,000	\$300.00
150,000	200,000	\$450.00
200,000	250,000	\$650.00
250,000	500,000	\$750.00
500,000	750,000	\$1,500.00
750,000	1,000,000	\$2,250.00
1,000,000	1,250,000	\$3,000.00
1,250,000	1,500,000	\$3,750.00
1,500,000	1,750,000	\$4,500.00
1,750,000	2,000,000	\$5,250.00
2,000,000	2,250,000	\$6,000.00
2,250,000	2,500,000	\$6,900.00
2,500,000	\$7,500.00

Flat Fees:	
Bingo & Pull Tabs	\$ 250.00
Electrician - License / Renewal	\$ 100.00
Master Plumber's License	\$ 180.00
Master Plumber's Renewal	\$ 100.00
Master Plumber - Inactive Fee	\$ 30.00
Mechanical License	\$ 180.00
Mechanical Renewal	\$ 100.00
Mechanical - Inactive Fee	\$ 30.00
Juke Box	\$ 10.00
Video Games, Pool & Foos Ball Tables	\$ 15.00
Class A Retail Beer	\$ 35.00
Class B Retail Beer	\$ 25.00
Class A Retail Liquor	\$ 125.00
Class B Retail Liquor	\$ 125.00
Video Poker Machine	\$ 50.00
Wholesale Beer	\$ 75.00

Table 3 - Lending Businesses		
R.S. 47:354 If the Gross Sales Are as much as	But Less than	The Annual License Shall Be
\$ 0	250,000	\$50.00
250,000	500,000	\$100.00
500,000	750,000	\$150.00
750,000	1,000,000	\$200.00
1,000,000	1,250,000	\$250.00
1,250,000	1,500,000	\$300.00
1,500,000	1,750,000	\$350.00
1,750,000	2,000,000	\$400.00
2,000,000	2,250,000	\$450.00
2,250,000	2,500,000	\$500.00
2,500,000	3,000,000	\$550.00
3,000,000	3,500,000	\$600.00
3,500,000	4,000,000	\$650.00
4,000,000	4,500,000	\$700.00
4,500,000	5,000,000	\$750.00
5,000,000	5,500,000	\$800.00
5,500,000	6,000,000	\$850.00
6,000,000	6,500,000	\$900.00
6,500,000	7,000,000	\$950.00
7,000,000	7,500,000	\$1,000.00
7,500,000	8,000,000	\$1,050.00
8,000,000	8,500,000	\$1,100.00
8,500,000	9,000,000	\$1,150.00
9,000,000	9,500,000	\$1,200.00
9,500,000	10,000,000	\$1,250.00
10,000,000	11,000,000	\$1,350.00
11,000,000	12,000,000	\$1,450.00
12,000,000	13,000,000	\$1,550.00
13,000,000	14,000,000	\$1,650.00
14,000,000	15,000,000	\$1,750.00
15,000,000	16,000,000	\$1,850.00
16,000,000	17,000,000	\$1,950.00
17,000,000	18,000,000	\$2,050.00
18,000,000	19,000,000	\$2,150.00
19,000,000	20,000,000	\$2,250.00
20,000,000	25,000,000	\$2,500.00
25,000,000	30,000,000	\$3,000.00
30,000,000	35,000,000	\$3,500.00
35,000,000	\$3,700.00

Table 6 - Hotels, Motels, etc.
Rooms @ \$2.00 per unit

Table 7 - Professionals
License fees are one-tenth of one percent of the annual gross receipts.
Minimum - \$25.00 Maximum - \$2,000.00

Table 8 - Chain Store	Per Store in or group having:	Thibodaux
(1) Not more than 10 stores		\$10.00
(2) More than 10, but not more than 35		\$15.00
(3) More than 35, but not more than 50		\$20.00
(4) More than 50, but not more than 75		\$25.00
(5) More than 75, but not more than 100		\$30.00
(6) More than 100, but not more than 125		\$50.00
(7) More than 125, but not more than 150		\$100.00
(8) More than 150, but not more than 175		\$150.00
(9) More than 175, but not more than 200		\$200.00
(10) More than 200, but not more than 225		\$250.00
(11) More than 225, but not more than 250		\$300.00
(12) More than 250, but not more than 275		\$350.00
(13) More than 275, but not more than 300		\$400.00
(14) More than 300, but not more than 400		\$450.00
(15) More than 400, but not more than 500		\$500.00
(16) More than 500 stores		\$550.00