



CITY OF ST. GEORGE MUNICIPAL SERVICES

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Application for an

OCCUPATIONAL LICENSE

11207 Proverbs Ave, 70816

225-228-3200

finance@stgeorgela.gov

StGeorgeLA.gov

Application Type

- Application type options: New Business, Purchased Existing Business, Other

Business Information

Business information fields: Legal Business Name, DBA, Business Classification, Brief Description of Business Operations, Business Start Date in St. George, Mailing Address, City, State, Zip, Physical Address, Business Phone #, Federal Employer ID#, Service-Only Business?, Louisiana Sales Tax#, Parish Sales Tax#

Business Organization

- Business organization options: Sole Proprietorship, General Partnership, LLP, LLC, Corporation, Governmental, Non-Profit

Business Owner Information

Business owner information fields: Owner's Name, Driver's License #, Mailing Address, City, State, Zip, Phone #, Email

Agent for Service of Process (If applicable)

Agent for service of process fields: Agent's Name, Mailing Address, City, State, Zip

Property / Occupancy Information

Please select ALL that apply:

- Property/occupancy options: New Building/Structure, Existing Building, Home Occupation, Mobile Food Vendors and Peddlers, Retail Sale of Packaged Alcohol, Alcohol Consumption on Premises, Short-Term Rental/Airbnb, Installation of Exterior Signage

**Required Attachments**

- Application Fee**, *select ONE*:
    - Business opened on or before June 30 of current year: **\$50**
    - Business opened on or after July 1 of current year: **\$25**
    - Mobile Food Vendors and Peddlers: **\$200**
- \*Fee payable via check, money order or credit card (Credit Card Authorization Form required)*

**Articles of Organization/Incorporation**

**Copy of Driver's License**

**Additional Documentation** (as applicable):

- Louisiana Sales Tax Certificate
- Parish Sales Tax Certificate
- Home Occupation Verification Form
- SGFD Mobile & Temporary Cooking Operations Permit Form

Department prior to occupancy of a business location, including in cases involving a change in occupancy, ownership, or use.

2. Prior to any required occupancy inspection by the Building Department, applicants must obtain all necessary approvals from the St. George Fire Marshal and the Planning and Zoning Department.
3. Applicants shall notify the Building Department prior to undertaking any modifications to the building's electrical, plumbing, mechanical, or structural systems, as such work may require permits and inspections.
4. The City of St. George complies with Title VI of the Civil Rights Act of 1964 and all related federal statutes and regulations. Information submitted as part of this application, including this document, may be subject to disclosure pursuant to applicable public records laws.

I attest that all information provided with this application is true and correct and that I have read and understand the Acknowledgements above.

**Applicant Acknowledgements**

*By signing below, the applicant acknowledges:*

1. Except for Home Occupations, a Certificate of Occupancy must be obtained from the Building

\_\_\_\_\_

Print Name

\_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

Date

**FOR ST. GEORGE STAFF USE ONLY**

License #: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Business Location: \_\_\_\_\_

Fee Amount Received: \_\_\_\_\_ Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Payment Type:  Cash  Check# \_\_\_\_\_  Card  Other: \_\_\_\_\_ Receipt #: \_\_\_\_\_

**PLANNING & ZONING REVIEW**

Current Zoning: \_\_\_\_\_ Land Use Classification: \_\_\_\_\_ In Compliance:  Yes  No

Comments:

Reviewed by: \_\_\_\_\_

Review Date: \_\_\_\_\_

**FINANCE DEPARTMENT REVIEW**

Comments:

In Compliance:  Yes  No

Reviewed by: \_\_\_\_\_

Review Date: \_\_\_\_\_