



Greg Champagne
Sheriff & Ex-Officio
Tax Collector

ST. CHARLES PARISH SHERIFF'S OFFICE
Tax Division
15045 River Road
P.O. Box 440 *Hahnville, LA 70057.
Telephone (985) 783-6237 Facsimile (985) 783-1132

BEER/LIQUOR LICENSE PROCEDURE

OWNERS & MANAGERS MUST BE A U.S. CITIZEN AND RESIDENT OF LOUISIANA FOR THE PAST TWO YEARS

IN ORDER TO OBTAIN A BEER/LIQUOR LICENSE YOU WILL NEED THE FOLLOWING:

- **ZONING COMPLIANCE & LETTER STATING CLASS or ALCOHOL PERMIT**
 - PLANNING & ZONING DEPARTMENT,
 - 14996 RIVER ROAD, HAHNVILLE, LA 70057, (985) 783-5060
- **SALES TAX NUMBER**
 - ST. CHARLES PARISH SCHOOL BOARD OFFICE (located next to Westbank Bridge Park)
 - 13855 RIVER ROAD, LULING, LA 70070, (985) 785-6289
- **HEALTH PERMIT**
 - ST. CHARLES PARISH HEALTH DEPARTMENT
 - 16004 River Road, Norco, LA 70079, Phone: (985) 764-4376, Fax (985) 764-4379
- **IF YOU ARE A CORPORATION OR AN L.L.C. WE WILL NEED COPIES OF DOCUMENTS THAT ARE FILED WITH THE LOUISIANA SECRETARY OF STATE**
- **ADS MUST BE PUBLISHED FOR TWO CONSECUTIVE WEEKS IN THE ST. CHARLES HERALD GUIDE (ADS ALREADY CUT OUT WILL NOT BE ACCEPTED)**
 - 14236 HWY. 90, BOUTTE, LA 70039, (985) 758-2795
- **EMPLOYEES WHO HANDLE BEER/LIQUOR MUST BE FINGERPRINTED FOR AN ABO PERMIT** if alcohol is to be consumed on the premises. \$26.00 Money Order, cash or checks will not be accepted. Go to the Crime Scene Division at the Sheriff's Law Enforcement Complex,
 - 260 Judge Edward Dufresne Parkway, Luling, LA, 70070.
- **OWNER(S) OF BUSINESS MUST COMPLETE THE REQUIRED FORMS AND HAVE FORMS NOTARIZED**
- **ALL MANAGER(S) (OTHER THAN OWNER) MUST COMPLETE A SCHEDULE A FORM AND HAVE IT NOTARIZED**
- Upon completion of the above requirements, our office will issue your Licenses. (Retail Dealer-\$50.00, Beer-\$50.00 and Liquor-\$100.00) After JUNE 30th Licenses are ½ price.

LICENSES EXPIRE DECEMBER 31ST