

# OCCUPATIONAL LICENSE TAX APPLICATION

(The tax is due January 1 for existing businesses, and is delinquent after the last day of February.)

1. Date of Return \_\_\_\_/\_\_\_\_/\_\_\_\_ (MONTH, DAY, YEAR)  
2.  New Business  Renewal--PROVIDE PRIOR YEAR'S LICENSE NUMBER: \_\_\_\_\_  
3. FEDERAL EMPLOYER ID NUMBER: \_\_\_\_\_  
4. LA SALES TAX NUMBER: \_\_\_\_\_  
5. LOCAL SALES TAX NUMBER: \_\_\_\_\_  
6A. TAXPAYER NAME \_\_\_\_\_ B. TELEPHONE NUMBER \_\_\_\_\_

C. TRADE NAME \_\_\_\_\_

D. MAILING ADDRESS, CITY, STATE, ZIP CODE \_\_\_\_\_

E. PHYSICAL LOCATION, STREET ADDRESS, CITY, STATE, ZIP CODE \_\_\_\_\_

7. Location of Accounting Records:  d  e

8. Type of Business:  Individual  Partnership  Corporation  
 Governmental  Non-profit  Other (specify) \_\_\_\_\_

9. Provide information on owner(s) below. If corporation or partnership, provide information for officers or partners. For corporation, provide state of incorporation:

NAME	TITLE	SOCIAL SECURITY NUMBER
RESIDENT ADDRESS		TELEPHONE NUMBER
NAME	TITLE	SOCIAL SECURITY NUMBER
RESIDENT ADDRESS		TELEPHONE NUMBER
NAME	TITLE	SOCIAL SECURITY NUMBER
RESIDENT ADDRESS		TELEPHONE NUMBER

10. Name and address of agent for service of process \_\_\_\_\_

11. Nature of Business--description of sales or activity. \_\_\_\_\_

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

12. SIGNATURE OF APPLICANT \_\_\_\_\_ TITLE \_\_\_\_\_

SIGNATURE OF PREPARER IF DIFFERENT FROM ABOVE \_\_\_\_\_

**SCHEDULE A: CALCULATION OF TAXABLE GROSS RECEIPTS**

**NEW BUSINESS**

13. CHECK ONE:

- STARTED NEW BUSINESS ON \_\_\_\_\_ (DATE)
- PURCHASED EXISTING BUSINESS—NAME OF PREVIOUS OWNER \_\_\_\_\_
- OTHER (SPECIFY) \_\_\_\_\_

14. CHECK ONE BOX BELOW AND FOLLOW INSTRUCTIONS TO CALCULATE TAXABLE GROSS RECEIPTS:

**BUSINESS OPENED THIS CALENDAR YEAR**

LESS THAN 30 DAYS

- BETWEEN DECEMBER 2 AND DECEMBER 31;  
TOTAL GROSS RECEIPTS FOR PERIOD OF OPERATION: \_\_\_\_\_
- PRIOR TO DECEMBER 2; PAY MINIMUM TAX; CALCULATE REMAINDER DUE  
AFTER FIRST 30 DAYS OF OPERATION USING METHOD IMMEDIATELY BELOW.

MORE THAN 30 DAYS;

- A. GROSS RECEIPTS FOR FIRST 30 DAYS: \_\_\_\_\_
- B. DEDUCTIONS\*: \_\_\_\_\_
- C. A MINUS B EQUALS TAXABLE RECEIPTS: \_\_\_\_\_
- D. NUMBER OF MONTHS IN OPERATION: \_\_\_\_\_
- E. D TIMES C EQUALS ESTIMATED TAXABLE GROSS OF: \_\_\_\_\_

**BUSINESS OPENED DURING THE PREVIOUS CALENDAR YEAR**

- A. GROSS RECEIPTS: \_\_\_\_\_
- B. DEDUCTIONS\*: \_\_\_\_\_
- C. A MINUS B EQUALS TAXABLE RECEIPTS: \_\_\_\_\_
- D. NO. OF DAYS OPERATION: \_\_\_\_\_
- E. C/D EQUALS AVERAGE GROSS RECEIPTS: \_\_\_\_\_
- F. 365 TIMES E EQUALS ESTIMATED TAXABLE GROSS OF: \_\_\_\_\_

**EXISTING BUSINESS**

- 15.
- A. GROSS SALES/RECEIPTS: \_\_\_\_\_
  - B. DEDUCTIONS\*: \_\_\_\_\_
  - C. A MINUS B EQUALS TAXABLE RECEIPTS: \_\_\_\_\_

**RETAIL DEALERS OF GASOLINE AND MOTOR FUELS**

- 16.
- A. GROSS SALES/RECEIPTS: \_\_\_\_\_  
(DO NOT INCLUDE SALES OF MOTOR FUELS)
  - B. DEDUCTIONS\*: \_\_\_\_\_
  - C. A MINUS B EQUALS TAXABLE RECEIPTS: \_\_\_\_\_
  - D. TAX DUE FROM TABLE 1 \_\_\_\_\_
  - E. GALLONS OF GASOLINE & MOTOR FUELS SOLD \_\_\_\_\_
  - F. TAX DUE ON LINE E FROM TABLE 1.1 \_\_\_\_\_
  - G. TOTAL TAX DUE LINE D PLUS LINE F \_\_\_\_\_
  - H. MAXIMUM TAX DUE 6,200.00
  - I. ENTER THE LESSER OF LINE G or LINE H \_\_\_\_\_

17. CLASS:  RETAIL  WHOLESALE  COMMISSION  PUBLIC UTILITIES  LENDING  
 OTHER

18. USE APPROPRIATE TABLE TO CALCULATE TAX DUE:  
 (FOR OTHERS, PROFESSIONALS, OR PHARMACIES MULTIPLY TAXABLE RECEIPTS BY .1%) \_\_\_\_\_

19. FLAT FEES:

ITEM	NUMBER	FEE	TOTAL FOR ITEM
TOTAL FOR FLAT FEES			

20. AMOUNT OF TAX DUE (TOTAL OF LINES 18 AND 19) \_\_\_\_\_

21. INTEREST (1¼% PER MONTH OF THE TAX DUE FROM THE DUE DATE UNTIL  
 UNTIL TAX IS PAID): \_\_\_\_\_

22. PENALTY (5% OF THE TAX DUE FOR EACH THIRTY DAYS, OR FRACTION  
 THEREOF, FROM THE DUE DATE UNTIL THE RETURN IS FILED, BUT IS LIMITED  
 TO A TOTAL OF 25%): \_\_\_\_\_

23. TOTAL AMOUNT DUE \_\_\_\_\_

*\*DEDUCTIONS ARE ALLOWABLE FOR THESE BUSINESSES: SERVICE STATIONS, INTERSTATE SALES OF STOCKS  
 & BONDS, AND UNDERTAKERS.*