



City of Sulphur, Louisiana (1680) Specialty License Fee Schedule

including General Information/FAQs

Thank you for doing business in the City of Sulphur!

How to file:

- All New businesses, special events or businesses with Location changes must apply directly with the City of Sulphur at
 - 110 N Huntington St*
 - PO Box 1309*
 - Sulphur, LA 70664-1309*
 - Phone: (337) 527-4517*
 - License@sulphur.org*
- Preferred Method: To remit renewal payment online: Go to www.bizlicenseonline.com. Complete a simple registration, file and pay online. Any required certifications can be emailed to bizlicensesupport@revds.com.
- To remit renewal payment: Complete the appropriate renewal application located [here](#). For your convenience this form can be completed electronically with Adobe Reader, or printed then manually completed. Remit to Remit To Address with any required certifications.

Click on the following (or scroll to the bottom of the document) to see more information on the following topics:

-  [Calculation](#)
-  [Certification](#)
-  [New Business Information](#)
-  [Posting of License](#)
-  [Requirement to Maintain Records](#)
-  [Transfer of License information](#)
-  [Type of License](#)
-  [Zoning](#)

File online:

www.bizlicenseonline.com

• Free • Fast • Secure • Step-by-Step•

Important facts to know when purchasing your license:

License Due Date: Renew annually on January 1st.

License Delinquent Date: All licenses (except temporary and alcohol) are considered delinquent on March 1st.

License Expiration: All licenses (except temporary licenses) expire December 31st.

To prevent the delay in the issuance of a license, please note the following:

Gross - based schedules must report gross receipts for the previous year.

Unit - based schedules must provide the number of units. Units may refer to number of employees, square footage, vehicles, days, agents, etc.

Schedules that indicate certification is required must have a copy of the certification submitted with the application.

Customer Service



Toll Free Phone: 800.556.7274
Toll Free Fax: 844.528.6529
Se habla español.



Email: bizlicensesupport@revds.com
Website: www.revds.com



Remit to address:
Sulphur LA License Dept.
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809

Make checks payable to "Tax Trust Account."

Specialty Contractor License Fees

Contractors operating in the City of Sulphur are required to present their occupational license tax certificate and may require additional fees/permits by the City. Please refer to the Occupational License Tax Fee Schedule for more information on the occupational license tax fees.

In addition, contractors must submit the following documentation to the City of Sulphur before obtaining a license or approval to obtain permits:

1. A \$15,000 surety/license & permit bond made favorable to the City of Sulphur stating the trade classification in which you are operating.
2. A certificate of general liability insurance with a minimum coverage amount of \$100,000 with the City of Sulphur as a certificate holder.
3. Copy of your Louisiana state license, if required, according to the type of trade or the cost of each job. If doing mechanical work, you may submit your state or City of Lake Charles license.

All debris must be removed by contractor and not put curbside for city pick up.

The following Specialty Contractors Must Comply with the additional following requirements:

Electricians must obtain a Master Electrician's license and must purchase the Journeyman's license for each journeymen on the job with the City of Sulphur before obtaining any permits to do work in the city. [See Schedules 999999.50 Master Electrician and 999999.51 Journeyman Electrician](#). The names of the Journeymen must be provided with the application.

Mechanical contractors must obtain a Mechanical Contractors license ([See Schedule 999999.98](#)) with the City of Sulphur before obtaining any permits to do work in the city.

Out of City Tree Contractors must purchase an out of city limits tree contractor license ([See Schedule 999999.25](#)) with the City of Sulphur before obtaining any permits to do work in the city.

Internal No.	Type	Classification/Business Description	Calculation Information see Schedule/Table
999999.50	Flat	<p>Contractor- Master Electrician License Fee The electrician's license fee shall be fifty dollars (\$50.00) for master electricians and five dollars (\$5.00) for journeyman electricians, payment of which shall accompany the application. This fee shall be in addition to a Contractor occupational license as required by law.</p>	\$50
999999.51	Unit	<p>Contractor- Journeyman Electricians The electrician's license fee shall be fifty dollars (\$50.00) for master electricians and five dollars (\$5.00) for journeyman electricians, payment of which shall accompany the application. This fee shall be in addition to a Contractor occupational license as required by law. Each Journeyman's name must be provided per job.</p>	\$5.00 per individual
999999.98	Flat	<p>Mechanical Contractor License Fee: The Mechanical Contractor's license fee shall be fifty dollars (\$50.00), payment of which shall accompany the application. This fee shall be in addition to a Contractor occupational license as required by law.</p>	\$50
999999.25	Flat	<p>Out of City Limits Tree Contractors License Fee Must provide Louisiana state arborist license.</p>	\$50

Towing Service License Fee

Internal No.	Type	Classification/Business Description	Calculation Information see Schedule/Table
999999.10	Unit	<p>Wrecker Class A Vehicles (automobile towing) for businesses not located in City Limits: Note: To qualify as a Wrecker Service for the Sulphur Police Department, Towing companies not domiciled in the City of Sulphur must provide a copy of your current Louisiana occupational license. Model, Make, and Vin # of each vehicle must be reported with license purchase. Must provide also copy of Certification of Liability Insurance.</p>	\$10 per tow truck
999999.11	Unit	<p>Wrecker Class A Vehicles (automobile towing) for businesses domiciled in the City of Sulphur Note: To qualify as a Wrecker Service for the Sulphur Police Department, Towing Companies domiciled in the City of Sulphur must purchase occupational license schedule 204.00 Wrecker Service in addition to this license. Model, Make, and Vin # of each vehicle must be reported with license purchase. Must provide also copy of Certification of Liability Insurance.</p>	\$10 per tow truck
999999.12	Unit	<p>Wrecker Class B Vehicles (heavy vehicle towing) for businesses not located in City Limits: Note: To qualify as a Wrecker Service for the Sulphur Police Department, Towing companies not domiciled in the City of Sulphur must provide a copy of your current Louisiana occupational license. Model, Make, and Vin # of each vehicle must be reported with license purchase. Must provide also copy of Certification of Liability Insurance.</p>	\$25 per tow truck
999999.13	Unit	<p>Wrecker Class B Vehicles (heavy vehicle towing) for businesses domiciled in the City of Sulphur Note: To qualify as a Wrecker Service for the Sulphur Police Department, Towing Companies domiciled in the City of Sulphur must purchase occupational license schedule 204.00 Wrecker Service in addition to this license. Model, Make, and Vin # of each vehicle must be reported with license purchase. Must provide also copy of Certification of Liability Insurance.</p>	\$25 per tow truck

Certification

A municipality may require a business to obtain a copy of each individual/entity's board certifications and/or permits prior to issuance of a municipal license. If certification is required, the fee schedule above will indicate what specific certification must be provided with your application. Failure to provide a copy of your certification/permit along with your application (if applicable) will delay the issuance of your license.

Issuance of a license by RDS does not permit business operation unless the business is properly zoned and/or in compliance with all applicable laws/rules and meet all required certifications.

New Business Information

All NEW businesses, SPECIAL EVENTS, or businesses with LOCATION CHANGES must apply directly with the City of Sulphur.

110 N Huntington St
PO Box 1309
Sulphur, LA 70664-1309
Phone: (337) 527-4500
License@sulphur.org

Posting of License

Every license shall be posted in a conspicuous place, where said business, trade or occupation is carried on, and the holder of the license shall immediately show same to the designee of the municipality upon being requested so to do.

Zoning

If a business intends to maintain a physical location within the municipality, there are normally zoning and building code approvals required prior to the issuance of a license. In certain instances, a business may simply be required to register with the municipality to create a mechanism for the reporting and payment of any tax liabilities. Contact the municipality for any zoning, building code and/or tax liability requirements. The completion and submission of the form does not guarantee the approval or subsequent issuance of a license to do business. Any prerequisites for a particular type and location of the business must be satisfied prior to licensing.

Questions?

All questions regarding the occupational license renewal process should be directed to RDS.

Website: www.revds.com
Phone: 800.556.7274

Email: bizlicensesupport@revds.com
Fax: 844.528.6529