

City of Sulphur, Louisiana
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809



Customer Service



Toll Free Phone: (800) 556-7274
Toll Free Fax: (844) 528-6529



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



Sulphur LA Occupational License Tax
9618 Jefferson Highway, Suite D #334
Baton Rouge, LA 70809

2016 License Expires December 31st

Business Name: _____

Business Address: _____

2017 CITY OF SULPHUR (1680) OUT OF CITY LIMITS TREE CONTRACTOR LICENSE RENEWAL

Account Number: _____

Check here if you no longer operate in the City.
Return Date Discontinued: ____/____/____.
Please return form via fax, email or mail.

Dear Business Owner,

This is your 2016 renewal notice for your Tree Contractor License. Please note that your current license will expire December 31st of the current year..

PLEASE ANSWER THE FOLLOWING QUESTIONS

YES NO **SEE BACK FOR REQUIREMENTS**

- () () Have you attached copies of all documents listed on the CONTRACTOR CERTIFICATION CHECKLIST?
- () () Is your business located in the city limits of Sulphur? If so, you must purchase an Occupational License instead of the Out of City Limits Tree Contractor License. See application and Fee Schedule at www.revds.com for details.
- () () Please attach a copy of your Louisiana State Arborist License.
- () () Is your business located outside the City limits of Sulphur but in the State of Louisiana? Please attach a copy of your current occupational license.

OUT OF SULPHUR CITY LIMITS TREE CONTRACTOR LICENSE - \$50.00

Calculate License Fee Instructions:

Internal Code: 999999.25 Out of Sulphur City Limits Tree Contractor

Step 1. Fee: \$ 50.00

Step 2. Total Remittance: \$ _____

Make check payable to "Tax Trust Account." Remit payment and application with certifications to the above address.

Signature of Applicant: _____ Title: _____ Date: _____

Print Name of Applicant: _____ Telephone: _____

Returned Check Disclaimer: Effective July 1, 2010, each returned item received by RDS due to insufficient funds will be electronically represented to the presenters' bank no more than two times in an effort to obtain payment. RDS is not responsible for any additional bank fees that will accrue due to the resubmission of the returned item. Please see the full returned check policy at www.revds.com/taxpayer/return-check-disclaimer.

Out of Sulphur City Limits Tree Contractor Information and Certification Checklist

Tree contractors must obtain a Tree Contractor license with the City of Sulphur before obtaining performing any work in the city if the business is not domiciled in the City Limits of Sulphur.

****Please note that this is not to obtain your occupational license.**

If you are in business for yourself, a contractor or subcontractor, and your business is located in the City Limits of Sulphur, you will need an occupational license instead of the Out of Sulphur City Limits Tree Contractor License.

Before obtaining a license or approval to obtain permits in the City of Sulphur, you must submit the following documentation.

1. Business Domiciled in Sulphur: If domiciled in the City of Sulphur, a Contractor's Occupational License must be purchased. Please see www.revds.com for the correct Occupational License form and fee schedule.

Business Located in Louisiana but not domiciled in Sulphur: A copy of your current occupational license if your business is not domiciled in the City of Sulphur. This license will be honored and will exempt the occupational license fee to the City of Sulphur. If your municipality or parish does not issue licensing, documentation must be provided from their Administrative Office. Only the Out of Sulphur City Limits Tree Contractor's License must be purchased.

Business located Out of State/Non-Resident Contractor of Louisiana: A Contractor's Occupational License must be purchased with the City of Sulphur based upon the cost of the job in addition to the Out of Sulphur City Limits Tree Contractors License.

2. A \$15,000 surety/license & permit bond made favorable to the City of Sulphur stating the trade classification in which you are operating. A separate bond is required if doing multiple trades. The City of Sulphur does not use its own bond form.
3. A certificate of general liability insurance with a minimum coverage amount of \$100,000 with the City of Sulphur as a certificate holder.
4. Copy of your Louisiana state license: Louisiana State Arborist License.
5. Out of State Contractors must provide a current Calcasieu Parish Sales and Use Tax Certificate for each job done in the City of Sulphur.

State AND Local Sales Tax Registration Certificate
STATE-225-219-7356 LOCAL-337-217-4280

Certificate of Authority to do Business in Louisiana (non-Louisiana corporations)
This is required from the Secretary of State for non-Louisiana corporations. 225-925-4704

Document Checklist:

Document Name:	Enclosed	N/A
1. LA State Contractor's License	_____	_____
2. Occupational License	_____	_____
3. LA State Arborist License	_____	_____
4. Authority to do Business Certificate	_____	_____
5. \$15,000 Surety Bond	_____	_____
6. \$100,000 minimum Liability Insurance Certificate	_____	_____