



PARISH OF TERREBONNE
SALES AND USE TAX DEPARTMENT

P.O. Box 670

HOUMA, LOUISIANA 70361

CHRISTA M. LAGARDE
DIRECTOR

PHONE 985-876-3734
FAX 985-876-9841
SALESTAX@TPCG.ORG

MARK A. DAIGLE
ASSISTANT DIRECTOR

REQUEST TO CLOSE BUSINESS TAX ACCOUNTS

Request must be mailed, faxed or emailed to:

Terrebonne Parish Sales & Use Tax Dept.
P. O. Box 670
Houma, LA 70361-0670
985-876-9841 (Fax)
salestax@tpcg.org (email)

Print form and complete
required information.
Sign at the bottom and
send by fax, mail or email.

Will not process if
not signed.

Form with fields: Trade Name (d/b/a), Legal Name (if different than the Trade Name), Address, City, State, Zip

I hereby authorize the following account(s) be closed:

Table with 3 columns: Tax Type (Sales Tax, Hotel/Motel Tax, Occupational License), Account Number, Close Date (mm/dd/yyyy)

No account will be closed until all returns/taxes/licenses are filed/paid in full. Failure to do so shall result in our department filing a tax lien in Terrebonne Parish and/or in the parish in which the taxpayer resides.

AUTHORIZATION

Form with fields: Print Name/Title, Daytime Telephone Number, Signature, Date (mm/dd/yyyy)