

P.O. Box **2768** Houma, Louisiana **70361-2768** tpcg.org PHONE **985-868-5050**

BEER/LIQUOR LICENSE APPLICANT:

IN ORDER TO AVOID POSSIBLE DELAYS IN PROCESSING YOUR APPLICATION, THIS OFFICE HAS ATTACHED ALL THE INFORMATION AND FORMS THAT WILL HELP SPEED PAPERWORK ALONG AND PREVENT COSTLY DELAYS.

EACH APPLICANT FOR A LICENSE TO SELL ALCOHOLIC BEVERAGES AT AN OUTLET SHALL, UPON APPLYING FOR A LICENSE, PAY A LICENSE APPLICATION FEE OF TWENTY-FIVE (\$25.00), WHICH SHALL BE IN ADDITION TO ANY OTHER LICENSE FEES, PERMIT FEES, OR OTHER FEES FOR RETAILERS, WHOLESALERS, OR DISPENSERS OF ALCOHOLIC BEVERAGES UNDER CITY, PARISH, STATE, AND/OR FEDERAL REGULATIONS.

ALSO, THE SPOUSE OF THE BUSINESS OWNER MUST SUBMIT A RECORD CHECK. LA R.S. 26:280.

APPLICANT MUST CONTACT THE OFFICE OF ALCOHOL AND TOBACCO CONTROL DEPT. (STATE OF LA. LIQUOR LICENSE DEPT.) BATON ROUGE, LA. 225-925-4041.

***A BUSINESS MUST OBTAIN <u>BOTH</u> STATE AND PARISH LIQUOR LICENSES TO OPERATE WITHIN TERREBONNE PARISH/CITY OF HOUMA.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL 985-873-6466 – LIQUOR LICENSE DEPARTMENT.

ATTACHMENTS;

REVISED: 10/22/24

CHECKLIST FOR NEW LIQUOR/BEER APPLICATION

IN ORDER FOR YOUR LIQUOR AND/OR BEER PERMIT TO BE CONSIDERED FOR APPROVAL, THE FOLLOWING ITEMS MUST BE COMPLETED AND PRESENTED TO THE LICENSE DEPARTMENT AT CUSTOMER SERVICE, 8026 MAIN ST., HOUMA LA 70360.

COMPLET	** NO LICENSE WILL BE ISSUED UNTIL <u>ALL</u> STEPS, <u>INCLUDING THE NOTE</u> HAVE BEEN TED.
1.	BOARD OF HEALTH CERTIFICATE. (PH. NO. 985-857-3770)
2.	APPLICATION FOR LIQUOR AND/OR BEER LICENSE, ALL INFORMATION PROPERLY FILLED IN. SIGNED, NOTARIZED AND WITH A TELEPHONE NUMBER LISTED (FORM ATTACHED). (SAME PEOPLE AS IN STEP 5 !!!)
3.	TERREBONNE PARISH SHERIFF'S OFFICE (3441 WEST PARK AVE, GRAY, LA 70359 TEL. NO. 985-876-2500) RECORD CHECK ON OWNER (S) (SAME PEOPLE AS IN STEP 5) AND THE MANAGER, IF DIFFERENT FROM THE OWNER, OF THE PREMISES WHERE BUSINESS WILL BE OPERATED.
4.	SALES AND USE TAX CERTIFICATE. (GOV'T TOWERS BLDG 6 TH FLOOR - 985-876-3734) *NOTE THAT YOU ARE REQUIRED TO OBTAIN AN OCCUPATIONAL LICENSE* (FORM ATTACHED)
5.	A CERTIFICATE OF PUBLICATION OF THE LEGAL ADVERTISEMENT WHICH APPEARED IN THE NEWPAPER (TERREBONNNE PARISH NEWSPAPER), INDICATING INTENT TO APPLY TO THE COMMISSIONER OF ALCOHOL AND TOBACCO CONTROL OF THE STATE OF LOUISIANA TO SELL ALCOHOLIC BEVERAGES AND THE ADVERTISEMENT MUST CONTAIN THE NAMES AND ADDRESS OF THE APPLICABLE OWNERSHIP:
	 a. IF AN <u>INDIVIDUAL OWNER</u>, ONLY THE OWNER IS REQUIRED TO BE LISTED. b. IF THE <u>OWNER IS A PARTNERSHIP</u>, ALL PARTNERS ARE REQUIRED TO BE LISTED (In no event less than those persons authorized to sell alcoholic beverages). c. IF THE <u>OWNER IS A CORPORATION</u>, ALL OFFICERS, BOARD OF DIRECTORS, AND STOCKHOLDERS OWNING MORE THAT FIVE (5%) PER CENT, AND MANAGERS MUST BE LISTED (In no event less than those persons authorized to sell alcoholic beverages).
6.	SUBMIT EITHER: A. PROOF OF OWNERSHIP OF THE PROPERTY WHERE BUSINESS IS LOCATED. B. A LEGAL LEASE OF THE PROPERTY WHERE THE BUSINESS IS LOCATED INCLUDING: 1. TERM OF LEASE 2. DESCRIPTION OF PREMISES SUFFICIENT TO DETERMINE EXACT LOCATION. FOR EXAMPLE – MUNICIPAL ADDRESS. 3. COMPLETE WITH SIGNATURE OF LESSOR AND LESSEE.
7.	EXECUTED AFFIDAVIT STATING APPLICANT (S) (SAME PEOPLE AS IN STEP 5)
	POSSES THE QUALIFICATIONS SET FORTH IN THE ORDINANCE (FORM ATTACHED).
8.	APPROVAL OF THE PROPER ZONING BY PLANNING & ZONING DEPARTMENT.
	(FORM ATTACHED) (7836 PARK AVE., HOUMA, LA 70360 TEL. NO. 985-873-6567)
9.	APPROVAL OF LOCATION RESTRICTION FOR <u>ON-PREMISE CONSUMPTION ONLY</u> FIRST BY THE PLANNING & ZONING DEPARTMENT AND SECOND BY THE CITY OF HOUMA POLICE DEPARTMENT (CITY LIMITS). (FORM ATTACHED)
10.	APPROVAL THAT ALL ORDINANCE REQUIREMENTS ARE MET BY THE FINANCE DEPARTMENT.

TERREBONNE PARISH CONSOLIDATED GOVERNMENT APPLICATION FOR CITY OF HOUMA/PARISH OF TERREBONNE LIQUOR AND/OR BEER LICENSE NUMBER____

RECEIPT #:		
(EOD	OFFICE LISE ONL	v

PERMITS ARE DUE JANUARY $1^{\rm ST}$ AND BECOME DELINQUENT MARCH $1^{\rm ST}$

TO: THE PARISH PRESIDENT & COUNCIL PERSONS

THE UNDERSIGNED HEREBY APPLIES FOR ONE OF THE FOLLOWING ALCOHOLIC BEVERAGE PERMITS FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2025, TO DISPENSE ALCOHOLIC BEVERAGES AS STATED BELOW ON THE PREMISES HEREINAFTER DESCRIBED AND HEREBY AGREES TO COMPLY WITH ALL LAWS, ORDINANCES AND REGULATIONS OF THE STATE, FEDERAL, PARISH AND CITY GOVERNMENTS REGULATING THE SALE OF ALCOHOLIC BEVERAGES.

ALCOHOLIC BEVERAGES. TYPE:		
BUSINESS NAME		
BUSINESS ADDRESS		-
BUSINESS PHONE #		
MAILING ADDRESS		
OWNER'S NAME OWNER'S ADDRESS		
OWNER'S PHONE #		- -
DATE AND PLACE OF BIRTH: HOW LONG HAVE YOU BEEN A RESIDENT OF THE STATE OF LOUISIANA MARITAL STATUS:SINGLEMARRIEDDIVORCED IF MARRIED, TO WHOM?	^? SEPARATED	.CE:
CLASS 'A' RETAIL LIQUOR (HIGH CONTENT, ON PREMISE CONSUMPTIO) (LOW CONTENT, ON OR OFF PREMISE)	N) FEE \$ FEE \$	
CLASS 'B' RETAIL PACKAGE (HIGH CONTENT, OFF PREMISE) (LOW CONTENT, OFF PREMISE)	FEE \$	
WHOLESALER (HIGH CONTENT) (LOW CONTENT)	FEE S	
CLASS 'C' NON-PROFIT ORGANIZATION (LOW CONTENT) APPLICATION FEE	FEE FEE \$ TOTA	\$25.00 <u>\$25.00</u>
I AFFIRM THAT THE INFORMATION IN THIS APPLICATION IS TRUE AND	CORRECT	
NOTARY API	PLICANT'S SIGNATU	RE/DATE



P.O. Box **2768** Houma, Louisiana **70361-2768**

PHONE **985-868-5050**

REMEDIES FOR COLLECTION, INCLUDING INTEREST, PENALTIES, ETC. FOR THE PURPOSE OF ENFORCEMENT

THE TERREBONNE PARISH CONSOLIDATED GOVERNMENT, STATE OF LOUISIANA, ACTING AS THE GOVERNING AUTHORITY OF THE PARISH AND UNDER THE RULES AND REGULATIONS PROMULGATED WITH THE TERREBONNE PARISH GENERAL SALES AND USE TAX ORDINANCE LEVYING THE TAX STATES:

SECTION 25-250: IF ANY DEALER LIABLE FOR ANY TAX, INTEREST OR PENALTY LEVIED UNDER THIS ARTICLE SELLS HIS BUSINESS OR STOCK OF GOODS OR QUITS THE BUSINESS, HE SHALL MAKE A FINAL RETURN AND PAYMENT WITHIN FIFTEEN (15) DAYS AFTER THE DATE OF SELLING OR QUITTING THE BUSINESS. HIS SUCCESSOR, SUCCESSORS OR ASSIGNS IF ANY, SHALL WITHHOLD SUFFICIENT OF THE PURCHASE MONEY TO COVER THE AMOUNT OF SUCH TAXES, INTEREST AND PENALTIES DUE AND UNPAID UNTIL SUCH TIME AS THE FORMER OWNER SHALL PRODUCE RECEIPT FROM THE DIRECTOR SHOWING THAT THEY HAVE BEEN PAID, OR A CERTIFICATE STATING THAT NO TAXES, INTEREST, OR PENALTIES ARE DUE. IF THE PUCHASER OF A BUSINESS OR STOCK OF GOODS FAILS TO WITHHOLD PURCHASE MONEY AS PROVIDED IN THIS SECTION, HE SHALL BE PERSONALLY LIABLE FOR THE PAYMENT OF THE TAXES, INTEREST AND PENALTIES ACCRUED AND UNPAID ON ACCOUNT OF THE OPERATION OF THE BUSINESS BY ANY FORMER OWNER, OWNERS OR ASSIGNORS.

<u>SECTION 25-260:</u> THE PARISH OF TERREBONNE MAY REQUIRE A BOND OR OTHER SECURITY SATISFACTORY TO THE DIRECTOR FOR THE PAYMENT OF ANY TAXES, FEES, INTEREST AND PENALTIES, OR ANY OF THEM, IMPOSED PURSUANT TO THE RESOLUTION WHEN HE SHALL FIND THAT THE COLLECTION THEREOF MAY BE PREJUDICED WITHOUT SUCH SECURITY.

UNDER THE PROVISIONS OF THE TWO (2) SECTIONS STATED ABOVE THIS IS TO CERTIFY THAT THE DIRECTOR OF THE PARISH OF TERREBONNE SALES AND USE TAX DEPARTMENT HAS NO OBJECTION TO THE ISSUANCE OF CITY LICENSES OR PERMITS FOR THE SALE OF ALCOHOLIC BEVERAGES TO:

PLEASE FILL IN BOX AND SUBMIT TO TERREBONNE PARISH SALES & USE TAX DEPARTMENT FOR APPROVAL.	Γ
Business Name:	
Owner:	
Physical Location:	
Mailing Address:	

AFFIDAVIT

STATE OF LOUISIANA PARISH OF TERREBONNE

2.		nined is not located within three hundred (300') feet of the d, or church. Also: If in the overlay district, Nightclubs, Bars,	
	Lounges, Taverns, and any other use that genera alcohol may not locate within one thousand (1,00	tes more than Fifty (50) percent of its revenue through the sale of 00) feet of any School, Church, Recreation Area or Playground, or the front property line of the business along the highway corridor in	
3.	That I am: A) At least eighteen (18) years old (not applicable B) A citizen of the United States and a resident of Less than two (2) years preceding the date of the	the State of Louisiana continuously for a period of not	
4	That I (indicate which applies):		
••	A) Have not been convicted of a felony of	or of soliciting for prostitution, contributing to the disorderly place, letting a disorderly place or illegally provided by parish, state, or country.	
		in the following	
	Courton	, but that I have been pardoned for that offense.	
5.	issued by the United States, any state, or by any p Licenses of certificates of qualification suspended	cation or permit to sell or deal in alcoholic beverages solitical subdivision of a state authorized to issue permits. If or revoked within two (2) years prior to the application or been gainst me involving alcoholic beverages by the United States any to (2) years prior to the date of this application.	
6. ′	That I have not been adjudged by the board, The Co convicted by a court of violating any of the providence of the provid	ommissioner of Alcohol and Tobacco Control, or sions of Title 26 of the Louisiana Revised Statutes.	
7.	That I have not been convicted of violating any of the Municipal or Parish Ordinances adopted pursuant to the provisions of La. R.S. 26:494.		
8.	That I do not owe the State of Louisiana any delir items under formal appeal pursuant to applicable		
		RMATION IS TO THE BEST OF MY KNOWLEDGE TRUE AND FAPPLY TO CORPORATIONS IF THE MANAGER COMPLIES.	
N	AME OF BUSINESS	DATE	
	RINTED NAME OF APPLICANT	NOTARY PUBLIC	



DEPARTMENT OF PLANNING & ZONING

Terrebonne Parish Consolidated Government

P.O. Box **2768** Houma, Louisiana **70361-2768** tpcg.org PHONE **985-868-5050**

ZONING APPROVAL FOR LIQUOR AND/OR BEER LICENSES

DATE:	
OWNER:	
REPRESENTATIVE:	
PHONE NUMBER:	
MAILING ADDRESS OF OWNER:	
TRADE NAME:	
PHYSICAL ADDRESS OF BUSINESS:	
KIND OF BUSINESS:	
PERSON CARRYING THIS FORM IS APPLYING FOR A LIQUOR AND/OR BEER LICENSE IN THE CITY OF HOUMA/PARISH OF TERREBONNE. PLEASE INDICATE IF THE BUSINES IS IN THE PROPER ZONE.	S
ZONING ADMINISTRATOR: DATE:	
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LOCATION RESTRICTIONS FOR LIQUOR AND/OR BEER LICENSES FOR ON-PREMISE CONSUMPTION

DATE:	
OWNER:	
REPRESENTATIVE:	
PHONE NUMBER:	
TRADE NAME:	
PHYSICAL ADDRESS OF BUSINESS:	
MAILING ADDRESS:	
KIND OF BUSINESS:	
THE PERSON NAMED ABOVE IS APPLYING FOON-PREMISE CONSUMPTION. IT SHALL BE UP RETAIL FOR ON-PREMISES CONSUMPTION AN HUNDRED (300) FEET OF THE PROPERTY PLAYGROUND OR CHURCH, ALSO, IF IN THE LOUNGES, TAVERNS AND ANY OTHER USE TO PERCENT OF ITS REVENUE THROUGH THE SALE ONE THOUSAND (1,000) FEET OF ANY SCIPLAYGROUND, OR ANY RESIDENTIALLY ZOOF FRONT PROPERTY LINE OF THE BUSINESS AD DIRECTION. PLEASE INDICATE IF THE BUSIN SEC. 4-4 (B) AND SEC. 28-76 (2) (a) OF THE GOVERNMENT ALCOHOLIC BEVERAGE ORDIN	NLAWFUL FOR ANY PERSON TO SELL AT ITY ALCOHOLIC BEVERAGE WITHIN THREE ITY LINES OF ANY LIBRARY, SCHOOL, OVERLAY DISTRICT, NIGHTCLUBS, BARS, THAT GENERATES MORE THAN FIFTY (50) LE OF ALCOHOL MAY NOT LOCATE WITHIN HOOL, CHURCH, RECREATION AREA OR NED DISTRICT, AS MEASURED FROM THE LONG THE HIGHWAY CORRIDOR IN ANY IESS LOCATION IS IN COMPLIANCE WITH E TERREBONNE PARISH CONSOLIDATED
APPROVED BY:	
PLANNING DIRECTOR PLANNING & ZONING DEPARTMENT	CHIEF/SHERIFF LAW ENFORCEMENT

(HPD OR TPSO)

Chapter 4 - ALCOHOLIC BEVERAGES ARTICLE I. - IN GENERAL

SEC. 4-2. PENALTY; APPLICABILITY

Any person who violates any provision of this chapter shall, upon conviction, pay a fine of not more than five hundred dollars (\$500.00) or serve up to thirty (30) days in the parish jail or both, at the discretion of the court, and may be subject to any other penalty, including suspension or revocation of license or certificate set forth in this chapter.

(Parish Code 1979, § 4-90; Ord. No. 4563, 10-10-90; Ord. No. 5746, § 3, 3-10-97)

State law references: Penalties for violations of alcoholic beverage ordinances, R.S. 26:493; penalties for violations of statute on the office of alcoholic beverage control, R.S. 26:521.

SEC. 4-3. CLOSING HOURS

- (a) It shall be unlawful for any outlet which sells or dispenses alcoholic beverages for on-premises consumption to remain open for business between the hours of 2:00 a.m. and 9:00 a.m. on any day of the week, including, but not limited to, Saturdays and Sundays. Any such outlet shall close at or before 2:00 a.m. on every day of the week, including, but not limited to, Saturdays and Sundays, and shall not reopen for business until 9:00 a.m.
- (b) In order to promote the safety and welfare of the citizens of the parish, it shall be unlawful for any person or agent, representative or employee acting on behalf of such person, to sell, donate, serve or dispense liquors and/or alcoholic beverages for on-premises consumption or to allow alcoholic beverages to be consumed on any premises occupied, leased, owned or in any way under the direct or indirect control of such person or any agent, representative or employee acting on behalf of such person, between the hours of 2:00 a.m. and 9:00 a.m. on any day of the week, including, but not limited to Saturdays and Sundays. This section shall apply to all premises except private residences, which are used twenty-four (24) hours a day exclusively as an inhabited dwelling and for no other purpose.
- (c) In addition to the penalties provided for in section 4-2, any violation of this section shall be grounds for a suspension or revocation of the license or permit to sell at retail alcoholic beverages in this parish, and the parish government may suspend, or revoke licenses or permits to retail dealers for any violation of the section in accordance with the provisions of R.S. 33:4785 through 33:4788. (Parish Code 1979, & 4-2: Ord. No. 4493, 5-23-90)

State Law References-Suspension or revocation of permits issued under The Alcoholic Beverage Control Law, R.S. 26:90 et seq.: suspension or revocation of permits of dealers in beverages of low alcoholic content, R.S. 26:286 et seq.: Sunday laws, R.S. 51:191 et seq.

SEC. 4-5. OPEN CONTAINERS

It shall be unlawful for any person to sell, disburse or permit the sale or disbursement of alcoholic beverages in an open container for consumption off the licensed premises, or to furnish open containers to patrons for the intent and purpose of removal and consumption of alcoholic beverages off the licensed premises.

(Parish Code 1979, § 4-4)

State law references: Retailer without a proper license allowing consumption of alcoholic beverages on or contiguous to premises, R.S. 26:91(6).

SEC. 4-29. <u>DURATION</u>; <u>SUSPENSION</u>; <u>REVOCATION</u>; <u>HEARING</u>; <u>APPEAL</u>

(h) In addition to any penalties that may be imposed as set forth in section 4-2, the following penalties shall be imposed:

- (1) On the first violation of any provision of this chapter, any license issued pursuant to this chapter shall be suspended by the administration office for sixty (60) consecutive calendar days.
- (2) On the second violation of any provision of this chapter, any license issued pursuant to this chapter shall be revoked by the administration office.

(Parish Code 1979, § 4-64; Ord. No. 5746, § 4, 3-10-97)

SEC. 4-33. OPEN CONTAINERS IN OUTDOOR AREAS PROHIBITED

- (a) It shall be unlawful for any person to possess an open container, as defined in section 4-5 herein, on the outside premises of any outlet licensed pursuant to this chapter.
- (b) The provisions of this section do not apply to a bona fide patio area or clearly designated outside facility established by the outlet to serve alcoholic beverages. This exception, however, shall not apply to the parking lot, street front or similar areas surrounding an outlet.
- (c) The owner of any outlet licensed pursuant to this chapter shall post a sign notifying customers that it is unlawful for any person to possess an open container of alcoholic beverage on the outside premises of the outlet: however, the lack of such a sign shall not exculpate any person found guilty of violating the provisions of this section.
- (d) The provisions of this section shall not apply along the route of a parade, which has been permitted pursuant to the provisions of this Code during the times of such parade.
- (e) Any person who violates any provision of the section shall, upon conviction, pay a fine of not more than five hundred dollars (\$500.00) or serve up to thirty (30) days in the parish jail, or both, at the discretion of the court.

(Ord. No. 4932, 10-14-92)

SEC. 4-34. NUDITY PROHIBITED

- (a) It shall be unlawful for any person to perform as a nude or partially nude dancer or to otherwise appear in a nude or partially nude condition in or on the outlet, premise or building of an establishment or place of business: (1) engaged in the business of wholesaling, retailing, or dealing in alcoholic beverages: or (2) wherein alcoholic beverages are handled as that term (handle) is defined in R.S. 26:241.
- (b) It shall be unlawful for any person required to hold an alcoholic beverage license or certificate pursuant to this chapter to allow nude or partially nude dancing or to otherwise allow anyone to appear in a nude or partially nude condition in or on the outlet, premises or building of any establishment or place of business: (1) engaged in the business of wholesaling, retailing or dealing in alcoholic beverages; or (2) wherein alcoholic beverages are handled as that term (handle) is defined in R.S. 26:241.
- (c) Any violation of this section shall be subject to the penalties outlined in sections 4-2, 4-29 (H) of this chapter.

(Ord. No 5746, & 5,3-10-97)

SEC 4-51. REQUIRED

Except as otherwise provided in this chapter, no individual shall sell or dispense alcoholic beverages in any outlet for on-premises consumption without obtaining a certificate from the office of the parish government designated for such purpose by the parish president.

SEC. 4-52. NEW EMPLOYEE SHALL OBTAIN, WHEN

New employees hired to sell or dispense alcoholic beverages for on-premises consumption shall secure a certificate of qualification pursuant to the provisions of this article within five (5) days of their employment.

SEC. 4-53. PERSONS NOT REQUIRED TO HAVE CERTIFICATE

If an individual is the holder of a license issued pursuant to the provisions of this chapter which authorizes the sale of alcoholic beverages at an outlet, he may sell or dispense them at that outlet without obtaining the certificate required by the provisions of this article.

SEC. 4-59. DISPLAY

Any individual who sells or dispenses alcoholic beverages in a licensed outlet for on-premises consumption shall have the certificate of qualification in their immediate possession at all times while employed and engaged in the selling or dispensing of alcoholic beverages and shall display it upon demand of any officer or agent of the state commissioner of alcoholic beverage control or any police officer of the state, parish, or city.

SEC. 4-60. EMPLOYING PERSON WHO DOES NOT OBTAIN CERTIFICATE

No person holding a license to sell alcoholic beverages for on-premises consumption, and no agent, associate, employee or representative of any such holder of a license shall employ or retain any individual who has failed or refused to obtain a certificate of qualification as required by this article.

SEC. 4-61. GROUNDS FOR REVOCATION

A certificate required by the provisions of this article shall be subject to revocation:

- (1) For any violation by its holder of any of the provisions of this article; or
- (2) If the holder no longer possesses the qualifications required for him to be issued such certificate.

(Parish Code 1979, § 4-28)

State Law reference— Grounds for revocation of employment certificates for minors, R.S. 23:191.