

**PARISH OF TERREBONNE
SALES AND USE TAX DEPARTMENT**

P. O. Box 670, Houma, LA 70361
Phone 985-876-3734 Fax 985-876-9841
Email: salestax@tpcg.org

REQUEST TO CLOSE BUSINESS TAX ACCOUNTS

Request must be mailed, emailed, faxed or hand delivered to:

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

Print and complete
required information.
Sign and return.

**Will not process if
not signed.**

Physical Location: 8026 Main Street, suite 601 Houma, LA 70360

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:

Sales Tax	Account Number	Close Date (mm/dd/yyyy)
Hotel/Motel Tax	Account Number	Close Date (mm/dd/yyyy)
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 then turning over to the Office of Debt Recover for collections.

AUTHORIZATION

Print Name/Title	Daytime Telephone Number
Signature	Date (mm/dd/yyyy)