



Office Use Only
Permit Class and Number

Louisiana Office of Alcohol and Tobacco Control
Juana Lombard, Commissioner

Notice of Intent Poster Application

General Information

Notice of Intent Posters (NOI posters) are required for **ALL** retail alcoholic beverage permits. NOI posters are valid for **90 days** from the date of issuance and must be submitted to ATC as follows:

- **Existing Business**
 - If there has been an alcoholic beverage permit at the location within the previous 6 months, submit your NOI application and your completed alcoholic beverage application packet to ATC at the same time.
- **New Business**
 - If there has not been an alcoholic beverage permit at the location within the previous 6 months.
 - Upon submitting your NOI application, you will receive the NOI poster(s) which must be displayed in your business **for at least 15 days before** you may submit your completed alcoholic beverage application packet.

Permit Class, Type, and Fees

Please select the class and type of permit. *If you do not know which class of permit you should mark, please read the "Retail Permit Information" with the corresponding statutes on the previous page to determine which class is suitable for your business model.*

CLASS of Permit

Types of Alcoholic Beverages to Be Sold and Fees

- Class A-General**; LA R.S. 26:71.1(1)/271.1(1)
- Class A-Restaurant**; LA R.S. 26:73(c)/273(c)
- Class A-Caterer**; LAC 55: VII: 325
- Class B-Package Store** LA R.S. 26:2(13); 241(13)
- Class C-Package Store** LA R.S. 26:71.2(13)/271.2

- Beer: \$50.00**
- Liquor: \$50.00**
- Wine: \$50.00**
*Only mark if liquor is *not* marked

Business and Contact Information

Type of Ownership (circle one): Individual * Partnership * Corporation * Limited Liability Corporation (LLC)

Owner Name (name of individual, partnership, etc.): _____

Trade Name: _____

Business Address: Street _____

City _____ State _____

Zip Code _____ Parish _____

Mailing Address: Same as business address? YES NO (if "no" complete below address information)

Street _____

City _____ State _____

Zip Code _____ Parish _____

LA State Tax ID Number: _____

Has this location held a valid state-issued beer/liquor permit within the last 6 months? YES NO

If "YES", what was the trade name of the business? _____

Business Phone: _____ Cell Phone: _____ Home: _____

Contact Person: _____ Affiliation with Business: _____

Email Address: _____



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Notice of Intent Poster Application Continued

Payment Information

Read the following payment information carefully to ensure your payment is timely received.

- NO REFUNDS will be made once this application packet and fees have been reviewed by this office.
- ATC accepts the following forms of payment via mail:
 - Money orders
 - Certified Checks
 - Business/Personal Checks
- ATC accepts the above forms of payment and the following additional forms of payment at the Regional offices:
 - Credit cards, including MasterCard, American Express, Visa, and Discover
- Mail fully completed forms, all supporting documents, and application fees to:

Louisiana Office of Alcohol and Tobacco Control
P.O. Box 66404
Baton Rouge, LA 70896-6404

Affidavit

Affidavit

I swear that I am authorized to sign on behalf of the applicant business, and that the information reported on this document is true and accurate to the best of my knowledge.

Signature of Applicant

Title

Print/Type Applicant's Name

For NOTARY Use Only	
Sworn to and subscribed to me this ____ day of _____, 20____,	
In the parish/county of _____, State of _____.	
_____ Notary Public's Signature	_____ Print Name of Notary Public

For Office Use Only

Poster Serial No.: _____
 Date Issued _____
 Receipt #: _____
 Issued By: _____