



Denise Fontenot, Director of Municipal Services

City of Sulphur  
Occupational License  
101 N. Huntington St.  
Sulphur, LA 70663  
Phone: 337-527-4517  
license@sulphur.org



Mike Danahay, Mayor

## **SPECIAL EVENT REQUIREMENTS**

### **SPECIAL EVENTS without liquor**

Any questions, please contact:

License Department  
337-527-4517 or 337-527-2050  
110 N. Huntington St.  
Sulphur, LA 70663

Calcasieu Parish Sales & Use Tax Dept.  
337-217-4280

### **Special Event w/o liquor Requirements**

- Complete a Special Event License Application
- Complete Sales Tax Registration
- Special Event Fee is \$250
- Letter from Mayor if event has a band. (noise ordinance)
- Depending on set up, Certificate of Occupancy may be required. (drawing of setup-if applicable)
- Event holder is responsible for security contact Chief of Police (337-527-4550)
- Temporary registration certificate (red form) will be completed by the License Dept. Certificate will need to be posted at site.





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## PEDDLER/SPECIAL EVENTS APPLICATION without liquor

Current Date: \_\_\_\_\_

Application Type:  Special Events  Peddler (Agriculture or Peddler)

Name of Business: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Location of event/setup: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Contact Number: \_\_\_\_\_ Email \_\_\_\_\_

Type of Organization:  Individual  Partnership  Corp  LLC  Non-Profit \_\_\_\_\_

Description of activity or service: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

License Fee \$ \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name of Applicant: \_\_\_\_\_ Telephone: \_\_\_\_\_

Have you attached all necessary information?

Driver's License \_\_\_\_\_

Tax form \_\_\_\_\_

Mayor's Letter (if applicable) \_\_\_\_\_

Permission Letter (if applicable) \_\_\_\_\_

Certificate of Occupancy (if applicable) \_\_\_\_\_

FAITH



FAMILY



COMMUNITY

Revised 4/22/2020