

Introduction To Local Taxes



Jefferson Parish Sheriff's Office Bureau of Revenue and Taxation

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SALES TAX DIVISION

Sales/Use Tax
Occupational License Tax
Insurance Premium License Tax
Occupancy Tax
Chain Store Tax
Alcoholic Beverage Permits

Telephone: (504) 363-5710
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AD VALOREM TAX DIVISION

Immoveable Property Tax
Moveable Property Tax
Certificates of Redemption
Certificates of Cancellation

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Thank you for registering your business with the Bureau of Revenue and Taxation. It is our sincere hope that your business will grow and prosper. The purpose of this brochure is to provide business owners with summary information regarding the local sales, use, license, and property taxes levied in the Parish of Jefferson and is not intended to serve as legal advice. The Sheriff of Jefferson Parish also serves as Ex-Officio Tax Collector and the Bureau of Revenue and Taxation performs the duties and responsibilities as it pertains to the collection and distribution of local taxes.

Occupational License Tax

Each person pursuing any trade, profession, occupation, vocation, calling, or business in Jefferson Parish is subject to the occupational license tax. This tax is due and payable on the date of commencement and renewed annually.

Municipalities within Jefferson Parish also impose license taxes. The Bureau of Revenue and Taxation collects the occupational license tax from those businesses located in the unincorporated areas of Jefferson Parish. Businesses located in municipalities should contact the appropriate city government for additional information.

Major occupational license classifications include retail dealers, wholesale dealers, contractors, brokerage and commission agents, public utilities, and professional services (accountants, attorneys, engineers, and physicians, etc.). There are very few exemptions from the occupational license tax. A table of exemptions and special provisions pertaining to occupational license tax is available at www.jpso.com. Please see LA R.S. 47:341 et seq. for additional information.

Sales/Use Taxes

In addition to the state sales and use tax collected by the LA Department of Revenue, a

local sales tax is imposed on a wide variety of transactions. With the exception of the Airport District Tax, local sales and use tax rates are uniform throughout Jefferson Parish. Businesses are required to file and remit sales/use taxes by the twentieth (20th) day following the close of each reporting period. Late filing of tax returns is subject to penalty and interest charges.

Jefferson Parish has several tax rates in effect depending upon the particular item or service. Different rates apply to the retail sale or rental of tangible personal property, sales of food for home consumption and prescription drugs, and hotel/motel room rentals. In addition to these taxes, an additional sales tax applies on sales and rentals of tangible personal property occurring within the Louis Armstrong airport facility. Hotel/motel room rentals are also subject to an occupancy tax (rate dependent on location). Please visit www.jpso.com for current tax rates.

Transactions subject to local sales tax include:

- the retail sale of tangible personal property;
- the use, consumption, distribution or storage for use or consumption of any tangible personal property;
- the lease or rental of any item or article of tangible personal property;
- the furnishing of rooms by hotels, motels and tourist camps; and
- the sale of certain services, including, but not limited to, sales of admission to places of amusement, athletic, and recreational events or the privilege of access to amusement, entertainment, athletic or recreational facilities, the furnishing of printing or overprinting, storage or parking privileges, cold storage space, laundry cleaning, pressing and dyeing services, and repairs to

tangible personal property.

The sale of services subject to sales tax includes labor charges to fabricate or repair tangible personal property, membership dues for the privilege of access to clubs, and cover charges or fees paid for access to places of entertainment or amusement. As a rule, services are taxable in the jurisdiction where performed.

Jefferson Parish sales tax is charged to those who are determined to be end users of tangible personal property. An exemption from Jefferson Parish sales tax is allowed on purchases of tangible personal property if the item is purchased for resale or further processing in the regular course of the purchaser's business. These transactions must be supported by a valid exemption certificate. The Bureau of Revenue and Taxation does not accept the resale certificate issued by the LA Department of Revenue. However, we do accept valid resale/exemption certificates issued by other local taxing jurisdictions. If you doubt the validity of the exemption certificate presented by a customer, please contact our office.

Contractors are generally considered to be the end users of materials purchased in connection with real property contracts. There are rare exceptions to this rule and any such exception must be supported by an exemption certificate.

There are several exemptions from state and local sales and use tax. A table of sales tax exemptions and exclusions is available at www.jpso.com. It is very important to note that some exemptions apply to state sales tax only and not local sales tax. In

addition, there may be other differences between state sales tax and local sales tax.

Use tax applies to tangible personal property purchased for use, consumption, distribution, or storage in Jefferson Parish. Use tax is due only when sufficient local sales tax has not been paid at the time of purchase. The purpose of use tax is to ensure that all articles of tangible personal property used in this Parish are uniformly taxed, regardless of where the items may have been purchased. Situations in which local sales tax is frequently not paid include: (a) purchases from out-of-parish vendors or out-of-state vendors and, (b) items purchased for resale and subsequently taken from inventory for use by the business, and (c) purchases made via the internet. Report purchases of this nature on line 14 of the Jefferson Parish sales tax return. Please consult the Uniform Local Sales Tax Code, LA R.S. 47:337.1 et seq., and the Jefferson Parish Code of Ordinances, Chapter 35: Taxation, or visit our website for easy access to this information.

Chain Store Tax

A chain store tax is imposed on businesses selling at retail and having multiple locations under the same general management, supervision, ownership, and control. The tax, based on the number of stores nationwide, is imposed on each store within this jurisdiction.

Ad Valorem Tax

An annual property tax is due on property used in the operation of businesses located within Jefferson Parish. Tax notices are mailed in early December, are payable upon receipt, and are delinquent if not paid by December 31st.

The tax on immovable property is based on the assessed value of the property as determined by the Jefferson Parish Assessor. The tax on movable property is based on information derived from the self-assessment form issued by the Assessor. This

form is mailed to businesses at the beginning of each year and is to be returned by February 28th. To ensure an accurate assessment, it is important that this form be completed and returned timely.

In the event you believe your assessment is incorrect, you must file for a reduction in your property assessment with the Assessor. All such requests must be approved by the LA Tax Commission. If approved, a corrected tax notice will be mailed to you for payment.

Alcoholic Beverage Permits

Prior to engaging in the sale of alcohol beverages, a business must obtain a permit from the Parish of Jefferson and the State of LA. Applicants must meet certain qualifications (age, residency, citizenship, etc.) and location requirements. In addition, strict rules regarding business operations and sales activity apply including keeping a record of all alcoholic beverages purchased for resale.

A Final Note

Please be aware that state statutes and local ordinances require businesses to keep reasonable records regarding sales, purchases and other supporting documentation as needed to determine the amount of tax due. These records are subject to examination and inspection by the Bureau of Revenue and Taxation. We encourage you to become familiar with the tax laws and regulations relating to your business. This will assist you in understanding your responsibilities and obligations in the overall process. Our website is updated regularly and contains additional local tax information, FAQs, tax forms, and links to related websites. We invite you to visit www.jpso.com **e-services** for a safe, secure, and convenient way to file and remit local taxes online. Please contact our office should you have any questions.