

# BUSINESS START UP CHECKLIST

WWW.THIBODAUXCHAMBER.COM

## What zone is your business located within?

### Map

[http://www.ci.thibodaux.la.us/departments/pw/inspect/pandz/files/Zoning%20Map%20\(Revised%2010-3-17\).jpg](http://www.ci.thibodaux.la.us/departments/pw/inspect/pandz/files/Zoning%20Map%20(Revised%2010-3-17).jpg)

**Once you know how you are zoned, then you need to learn the rules applicable to your zone.**

<http://www.ci.thibodaux.la.us/departments/pw/inspect/pandz/files/TND%20Zoning%20Regulations.pdf>

### Other general info related to zoning

<http://www.ci.thibodaux.la.us/departments/pw/inspect/pandz/index.asp>

## Does your business require an occupational license?

**All businesses operating within the City of Thibodaux are required to obtain an occupational license and occupancy permit from the city, as follows:**

1. Occupational license checklist:

<https://www.ci.thibodaux.la.us/departments/tax/forms/OLT%20New%20Business%20Packet.pdf>

2. Application form:

<http://www.ci.thibodaux.la.us/departments/tax/forms/OLT%20New%20Business%20Packet.pdf>

3. Other general info related to City of Thibodaux required OL:

<http://www.ci.thibodaux.la.us/departments/tax/OLT.asp>

**Are you outside of the city limits (City of Thibodaux, the Town of Lockport or the Town of Golden Meadow), then obtain an occupational license from the parish.**

1. <http://www.lafourchegov.org/home/showdocument?id=106>

2. Other general info related to Lafourche Parish required OL:

<http://www.lafourchegov.org/departments/executive-branch/economic-development/business-license-info>

# BUSINESS START UP CHECKLIST

WWW.THIBODAUXCHAMBER.COM

## Prior to hanging a sign to advertise the location of your business in the city limits, first check the signage regulations:

<http://www.ci.thibodaux.la.us/departments/pw/inspect/pandz/files/SIGN%20ORDINANCE%20-%20Article%209%20%20%20Revised%207-18-17.pdf>

## Sales, Use & Occupancy - tax requirements:

**General info on collection percentages:**

[http://www.laota.com/documents/Lafourche\\_City\\_Rates\\_201607.pdf](http://www.laota.com/documents/Lafourche_City_Rates_201607.pdf)

**How to file sales tax returns:**

[http://www.lpsd.k12.la.us/groups/10507/sales\\_tax\\_department/how\\_to\\_file\\_lafourche\\_parish\\_sales\\_tax\\_returns](http://www.lpsd.k12.la.us/groups/10507/sales_tax_department/how_to_file_lafourche_parish_sales_tax_returns)

**Online payments:** [https://www.salestaxonline.com/default\\_sto.aspx](https://www.salestaxonline.com/default_sto.aspx)

## Does your business qualify for a grant or other economic development incentives?

**If you are starting a new business:**

[http://www.ci.thibodaux.la.us/departments/grants/grants\\_startup.asp](http://www.ci.thibodaux.la.us/departments/grants/grants_startup.asp)

**If you are relocating an active business to the city:**

[http://www.ci.thibodaux.la.us/departments/grants/grants\\_relocation.asp](http://www.ci.thibodaux.la.us/departments/grants/grants_relocation.asp)

**Other potential state and federal business incentives:**

[http://www.ci.thibodaux.la.us/departments/grants/grants\\_incentives.asp](http://www.ci.thibodaux.la.us/departments/grants/grants_incentives.asp)

## Join the Thibodaux Chamber of Commerce!

<http://www.thibodauxchamber.com/member/newmemberapp/>