



**Guy McInnis**  
Parish President

# St. Bernard Parish Government

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## **St. Bernard Parish Government Alcohol Beverage and Bingo Department (ABBD) Requirements for obtaining a Beer and/or Liquor Permit**

1. Check zoning with the Office of Community Development at St. Bernard Parish Government Complex. You must provide zoning approval form to the ABBD with completed application. 278-4299  
  
*Please note: If sales of alcohol exceeds 50% of average monthly revenue the establishment is considered a "Bar room, nightclub, and/or lounge" and must be zoned C-3 "Highway Commercial"*  
  
*If sales of food is greater than 50% and sale of alcohol is less than 50% of average monthly revenue the establishment is considered a "Restaurant" and must be zoned one of the following: C-1 "Neighborhood Commercial", C-2 "General Commercial", C-3 "Highway Commercial", I-1 "Light Industrial", I-2 "Heavy Industrial", A-1 "Rural"*
2. File for an occupational license with the Sheriff's Office. You must provide copy of occupational license to the ABBD with completed application. 278-7608
3. Run advertisement with the St. Bernard Voice. You must provide proof of publication to the ABBD with completed application. 279-7488
4. File for your State and Federal tax I.D. numbers. These numbers are required on your application.
5. File applications with St. Bernard Parish ABBD. Applications must be notarized. The permit fees are as follows: Beer permit is \$40.00, Liquor permit is \$152.50. (Both beer and liquor total \$192.50). One check or money order is acceptable. NO CASH ACCEPTED.
6. The Scheduled A form must be completed and notarized for each owner, all officers of a corporation and any managers.
7. You must have a criminal record's history run for each owner, all officers of a corporation and any managers. This is obtained from the Sheriff's Office, Criminal Record Department. 278-7626
8. You must provide copies of corporation papers or LLC papers if the business is a corporation.
9. You must provide proof of ownership or current lease for business location.
10. You must provide a recent Parish Sales Tax clearance form. 278-7608
11. You must provide a recent State Sales Tax clearance form. (LA Department of Revenue)
12. You must provide a recent Health Department clearance form. 281-2780.
13. Fire Department Inspections will be arranged by the ABBD once all paperwork is submitted. Note that someone must be available to allow the inspector to enter the premises.
14. A beer and liquor permit must also be obtained from the State of Louisiana, Department of Revenue, Office of Alcohol and Tobacco Control, 1450 Poydras Street Suite 850 New Orleans, LA 70112. 504-568-7028 Open Mon-Thurs 9am-4pm Fri 9am-12pm.