



P.O. Box 425 • 4876 Highway 1 • Mathews, LA 70375  
Telephone 985.537.7603 • <http://www.lafourchegov.org>  
Revised 6/24/2014  
Open Monday – Thursday: 7:30 A.M. to 4:30 P.M.

# RESIDENTIAL TRADE PERMIT

**Fee \$100.00**

## Permit Application Checklist:

- Completed PERMIT APPLICATION *(found on our website)*
- Copy of Contractor's License (if applicable)
- Name & Physical Address of Job
  - Verify Address with Kyra Hendrix if applicable at (985-537-7603 Extension 7131)*
- Description of Project \_\_\_\_\_
- Description of Structure **CIRCLE ONE**  
(HOUSE) (TRAILER) (APARTMENT) (OTHER) \_\_\_\_\_
- Name and Account Number on Electric Bill  
**NOTE:** This is required if applying for an "Electrical Trade" permit.  
  
Name of Electric Company \_\_\_\_\_  
  
Name on Electric Bill \_\_\_\_\_  
  
Account Number for Electric Bill \_\_\_\_\_
- Check of Money Order for \$100.00

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

**Note:** After your permit has been obtained contact our office the morning of your disconnect so we can coordinate your inspection.

**Please note our office hours are Monday – Thursday 7:30am – 4:30pm.**

NOTE: OTHER INFORMATION MAY BE REQUIRED TO COMPLETE YOUR PERMIT. PAYMENT CAN BE MADE AT THE PERMIT OFFICE BY CHECK OR MONEY ORDER ONLY.