

# LOUISIANA

DEPARTMENT of REVENUE

## Purchases, Leases, or Rentals by Parochial and Private Elementary and Secondary Schools

Sales Tax Application/Exemption Certificate  
*LA R.S. 47:301(7)(f), 301(10)(q), and 301(18)(e)*

**Mail to:**

Louisiana Department of Revenue  
 Revenue Processing Center  
 P.O. Box 4998  
 Baton Rouge, LA 70821-4998  
 Phone: (855) 307-3893  
 Fax: (225) 237-6762

Approved parochial and private elementary and secondary schools may use this exemption certificate to purchase, lease, or rent educational materials or equipment used for classroom instruction. This exemption is limited to books, workbooks, computers, computer software, films, videos, and audio tapes. Any parochial and private elementary and secondary school that fraudulently seeks to purchase, lease, or rent items other than the items listed above shall be subject to the civil and criminal penalties as provided for in the statutes.

**PLEASE PRINT OR TYPE**

School Name		Daytime Telephone Number	
Address			
City	State	ZIP	Parish

**Note: Please make sure the application is complete. Processing will be delayed or the exemption denied if the requested documents are not provided.**

- Yes  No Does the school maintain educational standards established by the State Department of Education?
- Yes  No Is the school in compliance with *Brumfield v. Dodd*?
- Yes  No Is the school presently recognized as exempt from Federal Income Taxes?  
**(Attach a copy of the IRS' determination letter for Section 501(c)(3) exempt status.)**

**Notice to Dealer: Report this sale under exemption code 1018.**

Under penalty of perjury, I declare that I have examined this application for exemption and accompanying documents, and to the best of my knowledge and belief, it is true, correct, and complete.

### Name and title of officer entitled to make purchases on behalf of the organization

Name	Title
------	-------

### Officer of the organization completing the application

Print/Type Name	Title
Signature	Date (mm/dd/yyyy)

This certificate is valid as long as the approved school named above is certified by the Louisiana Department of Education. A complete list of approved Louisiana Nonpublic Schools may be found at [www.louisianabelieves.com](http://www.louisianabelieves.com).

### FOR OFFICIAL USE ONLY

<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Expiration Date: JUNE 30, 20 _____
Signature of Department Representative	Date (mm/dd/yyyy)

Questions about the completion of this application should be sent to [Sales.Inquiries@la.gov](mailto:Sales.Inquiries@la.gov).