

Request to Close Sales Tax Account

St. Charles Parish Sales & Use Tax Office

13855 River Road

Luling, LA 70070

Phone (985) 785-3125

Fax (985) 785-7246

Email: salestax@WeAreSCPPS.org

Sales Tax Account Number

Business Name

Address

☐ I acknowledge that all sales and use tax returns have been filed and any outstanding balances have been paid. I also understand that any exemption certificates or sales tax certificates must be returned to the sales tax office as they are no longer valid for the above named business.

Please close my account as of

For the following reason

Print Name

Signature

Date

For Office Use Only

Reason for closing account

Initials

☐ Returned mail

☐ Phone disconnected

☐ Received correspondence to close account

☐ Website no longer active

☐ Other