

**MAYOR GLENN L. BRASSEAU**

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COUNCILWOMAN KIM GUIDRY | COUNCILMAN ALFRED SINEGAL**

January 04, 2022

To: City of Carencro Mardi Gras Parade Vendors

Re: **Deadline is Tuesday, February 1, 2022, to apply for 2022 Carencro Mardi Gras Parade**  
(Parade date for Carencro's parade is Saturday, Feb. 19, 2022.)

Dear Vendors:

As a courtesy this year I am sending you this message to inform you of the deadline to apply as a vendor for the 2022 City of Carencro's Mardi Gras Parade. I have enclosed a form for your convenience.

**Please have your form and payment in our office no later than 3pm on Tuesday, February 1, 2022.** We have new office hours and currently we close at noon on Fridays. Our hours are:

|                      |                             |
|----------------------|-----------------------------|
| Monday thru Thursday | 7:30 a.m. to 5 p.m.         |
| Friday               | 7:30 a.m. to 12 p.m. (noon) |

**Effective immediately**, we will no longer accept applications the week of the Carencro Mardi Gras Parade date (February 14-18) **NO EXCEPTIONS! Mail to PO Box 10- Carencro, La. 70520.**

Sincerely,

Lisa Meche  
Assistant City Clerk  
lmeche@carencro.org



**Mardi Gras Parade Special Event Permit**  
**City of Carencro**  
**Stationary Stand**

1. **A \$100 fee with completed and signed application** for a Special Event Permit.
  - **Permits will not be issued in excess of 300' from the centerline of the parade route.** This is in compliance with Ordinance 2010-002 which states "...within three hundred (300) feet of any parade route..."
  - Applicant shall submit a written statement containing the full name, Social Security Number, and if applicable the nature of any felony convictions, under the laws of the United States, this state, or another state or country, against the applicant, any assistants, associates or employees who shall be employed by such person, prior to filing said application. Disqualification determinations shall be made by the Carencro Police Chief or his/her designee.
2. **If applicable, a letter or signed lease/rental agreement from property owner** of the physical address of where stand will be located. (State in letter what the stand will be selling, the date, times, and physical location of property with property owners contact information.)
3. **Some sections of the application may not be applicable to your event.** If there is no organization name, please use the person who will be responsible at the event and the taxpayer/trade name with their mailing address, phone number, etc.
4. **Must register with the State Sales Tax office and the Lafayette Parish Sales Tax office** for a Mardi Gras parade vendor permit. (Lafayette Sales Tax office 337-232-3912; State Office 337-262-5455)
  - \* **Effective 01/01/2020 (There shall be a \$200.00 deposit on each permit to guarantee payment of sales tax at the end of the Mardi Gras season. This deposit will be forfeited 30 days after Mardi Gras, if the taxpayer has not filed the sales tax return.)**
5. **Special Event permits with an alcohol permit for sale of alcoholic beverages of "low content alcohol" only can be issued;** however, you must also apply to the state for a state alcohol permit. (Alcohol Control Board: Baton Rouge 225-925-4041; Local contact-Allotes DeJean, email [allotes.dejean@la.gov](mailto:allotes.dejean@la.gov) or 337-296-5448) **No special event permits will be issued from the City of Carencro for sale of high content alcoholic drinks; and cannot sell alcohol in bottles or glass containers.**

**Please allow seven to ten business days for processing of application.** If you have any questions, please contact Accounting at 337-896-8481, fax to 337-896-0890, or email to [Lmeche@carencro.org](mailto:Lmeche@carencro.org) or [Glenda@carencro.org](mailto:Glenda@carencro.org)

**Mardi Gras Parade Information:** (Roads close 1 hour prior to parade time)





**Mardi Gras Parade  
CITY OF CARENCRO  
Cart Vendor Requirements**

The following are the requirements to obtain a Special Event Permit for cart vendors:

**Applications must be received by Tuesday, February 1, 2022 by 5:00 pm.**

1. Fee of **\$150.00** for Special Event-Mardi Gras Cart Vendor permit for up to three carts; \$50 per cart after three.
2. **Must register with the State Sales Tax office and the Lafayette Parish Sales Tax office** for a Mardi Gras parade vendor permit. (Lafayette Sales Tax office 337-232-3912; State Office 337-262-5455)
  - \* **Effective 01/01/2020 (There shall be a \$200.00 deposit on each permit to guarantee payment of sales tax at the end of the Mardi Gras season. This deposit will be forfeited 30 days after Mardi Gras, if the taxpayer has not filed the sales tax return.)**
3. **Complete & sign application** for permit from the City of Carencro.
  - **Permits will not be issued for use in excess of 300' from the centerline of the parade route.** This is in compliance with Ordinance 2010-002 which states "...within three hundred (300) feet of any parade route..."
  - Applicant shall submit a written statement containing the full name, Social Security Number, and if applicable the nature of any felony convictions, under the laws of the United States, this state, or another state or country, against the applicant, any assistants, associates or employees who shall be employed by such person, prior to filing said application. Disqualification determinations shall be made by the Carencro Police Chief or his/her designee.

**Please allow seven to ten business days for processing of application.** If you have any questions, please contact Accounting at 337-896-8481, fax to 337-896-0890 or email to [Lmeche@carencro.org](mailto:Lmeche@carencro.org) or [Glenda@carencro.org](mailto:Glenda@carencro.org)

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**APPLICATION FOR AND/OR REQUEST FOR**

2. Fee \_\_\_\_\_

(Check one or more squares)

- A.  Beer Only  
 Liquor Only  
 Liquor & Beer  
 No Alcohol  
 Food Service  
 Amusements \_\_\_\_\_
- B.  New Business  
 Renewal \_\_\_\_\_  
 Previous Year # \_\_\_\_\_  
 Special Event  
 Special Event with Beer Only  
 Peddler's/Itinerant Vendor

4. Date of Application

Month Day Year

Total Number

Federal Employer ID Number  None

6. LA Sales Tax Number  None

7. Local Sales Tax Number  None

A. Taxpayer Name

B. Area Code-Phone Number

C. Trade Name

D. Mail Address

E. City, State, Zip Code

F. Location-Street, City, State, Zip Code

G. Parish Location

Type of Organization A.  Individual B.  Partnership C.  Corporation D.  Governmental E.  Non-Profit F.  Other

O. If corporation or partnership Name Title, Soc. Sec. No., Resident Address, and Phone No. of Officers or Partners.

|                  |       |       |  |
|------------------|-------|-------|--|
| Name             | Title | SSN   |  |
| Resident Address |       | Phone |  |
| Name             | Title | SSN   |  |
| Resident Address |       | Phone |  |
| Name             | Title | SSN   |  |
| Resident Address |       | Phone |  |

I. If Sole Owner (Individual) Name

SSN

Resident Address

Phone

2. Emergency Contact Information: Name: \_\_\_\_\_

Telephone # \_\_\_\_\_

13. Fax Number: Area Code \_\_\_\_\_  
Number \_\_\_\_\_

14. E-mail Address \_\_\_\_\_  
Web Site Address \_\_\_\_\_

5. If Corporation, State of Incorporation

16. Reason for Applying A.  Started New Business C.  Other (Specify) \_\_\_\_\_  
B.  Purchased Going Business - Name of previous Owner \_\_\_\_\_

7. Date Business Started/ Acquired at THIS LOCATION

Month Day Year

18. Have you registered with the Secretary of State for Louisiana as a Foreign Corporation  
 Yes  No

19. Excluding This One How Many Other Business Locations Do You Have in This Parish or Municipality?

J. Nature of Business

Description of Sales or Activity: \_\_\_\_\_

I affirm that the information given on this application and attached schedules is true and correct.

Signature of Applicant

Title

Signature of Preparer If different from above