



Office of Alcoholic Beverage Control
10136 Florida Boulevard
P.O. Box 217
Walker, LA 70785
Telephone: (225) 665-4356 Facsimile: (225) 664-0140

REQUIREMENTS FOR ALCOHOL CARD-LICENSE FOR EMPLOYEES

1. Completed and Notarized Application for all employees; renewals must complete and sign. Notarized if it is a new application only.
2. Application Fee of \$25.00 for all new applicants; renewals are no charge. Cash, checks or payments online accepted at www.walker.la.us.
3. Background check/criminal history from Livingston Parish Sheriff's Office.
4. Louisiana Responsible Vendor's Server Permit Card – class can be taken online or in classroom. Contact the Louisiana Alcohol and Tobacco Control office at 225-925-4041 or visit their website at <http://www.atc.rev.state.la.us> and choose the **PERMITS** tab then **RESPONSIBLE VENDOR** and you will have the option to look up both classroom and online courses.
5. Copy of Louisiana Driver's License

Should you have any questions, please contact Lisa Frey at 225-665-3125 or lisa.frey@walker-la.gov.