



LOUISIANA TAX FREE SHOPPING PROGRAM

Louis Armstrong New Orleans International Airport
P.O. Box 20125
New Orleans, LA 70141
www.louisianataxfree.com

Date: _____

Membership Application for Louisiana Retailers: Free Membership and Advertisement for state retailers to take advantage of a program that has proven to boost sales and to promote Louisiana shopping to the world.

Brief description: The visitor is charged full price including tax at the time of purchase. Simply ask for proof of International status (a simple picture ID will do) fill out their voucher with the sales receipt and send them to one of our refund centers throughout the state for a cash refund.

I. Duties of the Retailer Member:

- A. The Merchant shall ensure that all employees are provided training regarding the regulations and procedures for Louisiana Tax Free Shopping, in accordance with the LTFS Training Manual.
- B. The Merchant shall retain a supply of vouchers, at his expense, sufficient to provide refund vouchers to all appropriate international visitors making purchases in his establishment. (There is no charge for the first book of (30) vouchers. Thereafter, each additional book (when requested) is \$6.00 for 30 vouchers).
- C. The Merchant shall have the right to use the LTFS logo on all print advertising and may use the phrase "is a member of the Louisiana Tax Free Shopping Program" in audio advertising.
- D. The Merchant may not use the logo in any other manner, including all forms of specialty advertising, without prior written consent of the LTFSP.
- E. The Merchant shall notify LTFS with changes, such as: the store relocates or closes.

II. Duties of the LTFSP:

- A. Upon joining the program the LTFSP shall provide to the Merchant a LTFS Store Identification Kit to include, but not limited to: a book of thirty (30) vouchers; one window identification sign; one cash register sign; one banner or flag.
- B. The LTFSP will supply training aids and materials to the Merchant sufficient to assure the Merchant of a trained clerical sales force.
- C. The LTFSP will include the Merchant in the basic listings in the LTFS Directory.
- D. The LTFSP will provide to the Merchant with the opportunity to purchase advertising in the Directory.
- E. The LTFSP will provide to the Merchant, on an annual basis at minimum, marketing data that are gathered by the participation of the Merchant in the Program.
- F. As is required in the Refund Agent Contract, the LTFSP will use funds generated by the Program to promote international tourism in Louisiana.

To become a member of the Louisiana Tax Free Shopping Program (LTFS) and receive a free book of Tax Free vouchers to issue to your international customers, please complete the application below.

Merchant Information:

Store Name: _____

Address: _____ # _____

City, Zip: _____

Phone () _____ Fax () _____

Local Parish Account Number: _____

Contact Name: _____

Corporate Information:

Corporate Name: _____

Address: _____ # _____

City, State & Zip: _____

Phone () _____ Fax () _____

Attn: _____

Please print and forward the application to:
Deepa C. Woods, Program Administrator
Louisiana Tax Free Shopping
Mobile: (225) 384-0481
Deepa.Woods@la.gov