



P.O. Box 425 • 4876 Highway 1 • Mathews, LA 70375
Telephone 985.537.7603 • <http://www.lafourchegov.org>
Open Monday – Thursday: 7:30 A.M. to 4:30 P.M.

Permit Office

RESIDENTIAL CHANGE OF OCCUPANCY

Permit Application Checklist:

- Completed PERMIT APPLICATION (*found on our website*)
- Name of Applicant
- Approval from Board of Health at (985) 447-0954
- Land Verification – Submit ONE of the following:
 - Copy of Act of Cash Sale / Donation / Succession
 - Permission to Use Land (*lease agreement or rent receipt, etc.*)
- Check or Money Order for \$100.00

NOTE: OTHER INFORMATION MAY BE REQUIRED TO COMPLETE YOUR PERMIT. PAYMENT CAN BE MADE AT THE PERMIT OFFICE BY CHECK OR MONEY ORDER ONLY.