



**Annual Reporting Requirement
by Certain Nonprofit Entities**
For the Period of July 1, 2024 to June 30, 2025

Submit completed forms to Louisiana Department of Revenue by email at SalesAnnualReport@La.gov.

Louisiana Revised Statute 47:306.5 requires nonprofit entities to report sales information on selected exemptions and exclusions on an annual basis. The annual report includes gross sales of tangible personal property or services that occurred between July 1st of the preceding year and June 30th of the current year. The report is due on September 30th. The annual reporting requirement does not apply to nonprofit entities that have been granted an exemption from federal income tax pursuant to Section 501(c)(3) of the Internal Revenue Code.

PLEASE PRINT OR TYPE

Name of Organization	
Federal Employer Identification Number (FEIN)	Louisiana Revenue Account Number

Sales of room rentals by a homeless shelter as provided in La. R.S. 47:305(E)(1)	\$
Sales of food items by a youth-serving organization chartered by the United States Congress as provided in La. R.S. 47:305(D)(1)(d)	\$
Sales by a parochial or private elementary or secondary school that complies with the court order from the Dodd Brumfield decision and Section 501(c)(3) of the Internal Revenue Code as provided in La. R.S. 47:305.6(2)	\$
Sales of admissions to athletic and entertainment events held for or by a private, public, and parochial school as provided in La. R.S. 47:305.6(5)	\$
Sales of meals by an educational institution, medical facility or mental institution, or occasional meals furnished by an educational or medical organization as provided in La. R.S. 47:305(D)(2)	\$
TOTAL ANNUAL GROSS SALES OF ABOVE ITEMS	\$

Under penalties of perjury, I declare that I have examined this report and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.		
Signature	Print Name	Date (mm/dd/yyyy)
Title	Email Address	Telephone

If your report was prepared by a paid preparer, that person must also sign in the appropriate space, complete the information in the "Paid Preparer Use Only" box, and enter his or her identification number in the space provided. If the paid preparer has a PTIN, the PTIN must be provided; otherwise, the FEIN or LDR account number must be provided. If the paid preparer represents a firm, the firm's FEIN must be entered in the "Paid Preparer Use Only" box. The failure of a paid preparer to sign or provide an identification number will result in the assessment of the unidentified preparer penalty on the preparer. The penalty is \$50 for each occurrence of failing to sign or failing to provide an identification number.

PAID PREPARER USE ONLY	Print Preparer's Name		Preparer's Signature	Date (mm/dd/yyyy)	Check ☐ if self-employed.	PTIN or LDR Account No.
	Firm's Name ➤		Firm's FEIN ➤			
	Firm's Address ➤		Telephone ➤			