

**State of Louisiana**  
*Office Of Tobacco and Alcohol Control*

John Bel Edwards  
Governor



Juana Marine-Lombard  
Commissioner

**CONVERSIONS FROM ONE LEGAL BUSINESS ENTITY FORM TO ANOTHER LEGAL BUSINESS ENTITY FORM**

A conversion of a business entity from one type to another perfected in accordance with R.S. 12:1601-1607 has no affect on alcoholic beverage permits. However, in accordance with R.S. 12:1607, the permit holder must supply ATC with the following:

1. A copy of the conversion application filed with the Secretary of State
2. A copy of the certificate of conversion issued by the secretary of state
3. A copy of any revised contract or other agreement required for the issuance of the license or permit in the converted entity
4. A letter explaining previous information and new information with a list of permits being affected by the change
5. \$25 certified check or money order payable to LA ATC

NOTE: The information above does not apply to a converted entity that has a change in ownership interest or has changed ownership by including an individual an individual or entity that did not have an ownership interest in the entity immediately prior to the conversion.

**Be certain to verify that there have been no changes in ownership interest prior to processing the conversion.**