



### Cultural District Business List Requirements- Revised Jan 2018

Each Cultural District shall create and maintain a list of retail businesses within the Cultural District that sell or display and sell art and cultural products. The first business list should be compiled as soon after notification of Conditional Approval as possible, and must be submitted by June 15 in order to achieve final certification. Annual updates reflecting new and closed businesses within the district shall be submitted each December thereafter on the date designated by the Department of Culture, Recreation and Tourism.

The business list is necessary so the local tax authorities can identify art sales for the purpose of reporting to the Department of Culture, Recreation and Tourism. The information informs program improvements and contributes to the biannual reports required by the Louisiana legislature.

The inventory list shall include:

- Legal Name of the Business or individual
- Type/description of business (Ex. Gallery, restaurant, salon, gift shop, antique store, museum, photography studio, etc.)
- Address
- Name of Contact Person and Phone Number
- Whether the business is an art seller

Business List Forms are provided by the OCD and are available online at [www.crt.la.gov/cultural-development/arts/cultural-districts](http://www.crt.la.gov/cultural-development/arts/cultural-districts)

Annual updates are made to the Business List submitted the prior year.

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Business lists for Cultural Districts need to **include all “cultural” businesses and organizations that promote, handle, or sell original art and other cultural products.** Include cultural businesses and organizations even if they do not sell original art or if art sales are only a portion of the total business volume. The list should include:

- antique stores
- art organizations with retail outlets
- art seller event sponsors
- artists
- boutiques
- design shops
- galleries
- gift shops
- museums
- photography shops/studios
- restaurants
- salons

**Submit Business List:**

By email to: [kmccrary@crt.la.gov](mailto:kmccrary@crt.la.gov)

For questions contact Kelsea McCrary, 225-342-8161