

**CITY OF ABBEVILLE**  
**APPLICATION FOR STRUCTURE MOVING PERMIT**  
(to be completed by moving company)



DATE: \_\_\_\_\_

MOVING COMPANY: \_\_\_\_\_

MOVING COMPANY ADDRESS: \_\_\_\_\_

OWNER OF STRUCTURE: \_\_\_\_\_

ADDRESS STRUCTURE BEING MOVED TO: \_\_\_\_\_

1. Type of building to be moved (frame, steel, or other): \_\_\_\_\_

a. Height of building from base to highest point: \_\_\_\_\_

b. Width of building: \_\_\_\_\_ Value of building: \_\_\_\_\_

2. Method of moving or transportation: \_\_\_\_\_

a. Is building to be transported by motor vehicle? ☐ Yes or ☐ No

b. If not, by what other means? \_\_\_\_\_

c. Give height of truck from level ground to top of platform: \_\_\_\_\_

d. Give total height of building to be moved and moving equipment: \_\_\_\_\_

3. Route to moving or transporting:

Point of beginning: (give street address and city): \_\_\_\_\_

Thence along \_\_\_\_\_ in a \_\_\_\_\_ direction

Thence along \_\_\_\_\_ in a \_\_\_\_\_ direction

Thence along \_\_\_\_\_ in a \_\_\_\_\_ direction

Thence along \_\_\_\_\_ in a \_\_\_\_\_ direction

Stopping or leaving city limits at: \_\_\_\_\_

4. Date and time of moving:

Moving to start at \_\_\_\_\_ o'clock \_\_\_\_ M. on \_\_\_\_\_

5. Bond or Security Requirement:

Has applicant and/or owner furnished the Building Inspectors office with a surety bond to indemnify the City of Abbeville or public in general for any damages suffered as a result of said moving? ☐ Yes or ☐ No

6. Application Fee: \$35.00 (paid \_\_\_\_\_)

Signature: \_\_\_\_\_

Moving Company Representative

By signing below I am verifying that the structure can be safely moved on the route described above.

COX COMMUNICATIONS: \_\_\_\_\_

A T & T PHONE COMPANY: \_\_\_\_\_

CENTERPOINT ENERGY: \_\_\_\_\_

ABBEVILLE CITY POLICE: \_\_\_\_\_

ABBEVILLE ELECTRIC DEPT: \_\_\_\_\_

**CITY OF ABBEVILLE**  
**APPLICATION FOR STRUCTURE MOVING PERMIT**  
(to be completed by owner)



Address Structure Moved To: \_\_\_\_\_ Date: \_\_\_\_\_

Owner of Structure: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail \_\_\_\_\_

Property Owner (if different from Applicant): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail \_\_\_\_\_

Moving Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ E-mail \_\_\_\_\_

Type of Improvement to be moved:

- |                                      |                               |
|--------------------------------------|-------------------------------|
| <input type="checkbox"/> Residential | \$25.00 + \$125.00 = \$150.00 |
| <input type="checkbox"/> Commercial  | \$50.00 + \$200.00 = \$250.00 |

Give description of structure: \_\_\_\_\_

Dimensions of structure: \_\_\_\_\_

Number of Improvements to be moved: \_\_\_\_\_

Signature below certifies that you have read and agree to comply with all requirements for moving a structure into or out of city limits.

**Electronic Signature Agreement**

I understand and agree that my application will be signed electronically when I type my name in the signature box **AND** select the check box below. I also understand that my electronic signature means that I intend to apply for this permit/application and have provided the City of Abbeville with accurate information.

I understand that under penalty of perjury that I have examined all the information on this application, and it is true and correct to the best of my knowledge. I understand that anyone who knowingly gives a false or misleading statement about a material fact in this electronic application, or causes someone else to do so, commits a crime and may be sent to prison or may face other penalties, or both.

Signature \_\_\_\_\_ Date \_\_\_\_\_

☐ I have read and agree with the statements above.

### **Requirements BEFORE Permit is Issued**

PLEASE NOTE THE FOLLOWING REQUIREMENTS THAT THE PROPERTY AND/OR BUILDING OWNER IS REQUIRED TO TAKE CARE OF **BEFORE** A MOVING PERMIT CAN BE ISSUED.

- Contact the City of Abbeville Permit Department to apply for a moving permit.
  - If the structure is moving off of a property within city limits, all utilities (electrical, water, gas, sewer, and drainage) must be secured at the location where the structure is currently located before the permit can be issued.
- Complete the Application for Structure Moving Permit (completed by owner) and the Application for Structure Moving Permit (completed by moving company)
- The moving company must contact all companies listed on the application to verify that the structure can be safely moved on the route provided.
- City of Abbeville Permit Department will secure all utilities upon receipt of the Structure Moving Application.
- Moving of structure CAN NOT begin until all utilities (electrical, water, gas, sewer, and drainage) are secured and the route has been pre-approved by all companies involved.
- Once secured owner must contact Louisiana One Call (1-800-272-3020) for utility locations. - A DOTTIE Number must be provided to City of Abbeville Permits Department.

### **Requirements AFTER Permit is Issued**

- Contact the City of Abbeville Permit Department to arrange for inspection
  - All debris from remains of structure must be removed from the property the structure was originally located on if the property was in City Limits.
    - Debris cannot be placed on City Right-of-Way.
    - All cement pillars, cement slabs, steps, piping, etc. must be removed from property.
    - Any tall grass, heavy brush or fallen trees must be cleared from property
  - Any debris incurred during the moving of said structure must be removed from the property the structure is being moved to within City Limits.
    - Debris cannot be placed on City Right-of-Way.
    - All cement pillars, cement slabs, steps, piping, etc. must be removed from property.
    - Any tall grass, heavy brush or fallen trees must be cleared from property
  - Any contractor or business which is hired or retained to do or perform moving work, is prohibited from placing debris on or adjacent to city streets, and is required to transport said debris to the Vermilion Parish Solid Waste Facility (898-4338)

**UPON COMPLETION OF MOVING STRUCTURE, PLEASE CONTACT THE CITY OF ABBEVILLE AT (337)898-4213 TO ARRANGE FOR INSPECTION OF SITE TO ENSURE THAT THE ABOVE REQUIREMENTS HAVE BEEN COMPLIED WITH. FAILURE TO COMPLY MAY RESULT IN CHARGES BILLED TO OWNER IF CITY HAS TO COMPLETE ANY OF THE ABOVE REQUIREMENTS.**

# CITY OF ABBEVILLE

## REQUIREMENTS FOR MOVING AN EXISTING STRUCTURE

(moving structure into city limits)



### **BEFORE BLDG PERMIT CAN BE ISSUED:**

- IF BUILT IN SMART ZONE, APPLICANT MUST RECEIVE APPROVAL FROM MAYOR
- IF LOCATED IN MAIN STREET/HISTORIC DISTRICT, APPLICANT MUST RECEIVE APPROVAL FROM PLANNING & ZONING

### **RELOCATED HOMES – (WITHOUT ALTERATIONS OR INTERIOR MODIFICATIONS)**

If home is moved from a 100-mph wind zone or less, a stamp from an architect or engineer with a statement stating structure will meet the proper wind zone or a stamped foundation plan and structure plan must be submitted for structural retrofitting to comply with 110/120/130 mph guidelines.

### **RELOCATION HOMES – (WITH ALTERATIONS OR INTERIOR MODIFICATIONS)**

Interior Modifications – **untouched existing** does not have to meet code, but **new work** shall meet 2009 IRC. Building plans need to be submitted for interior modification such as moving walls and any structural changes.

### **FURNISH CITY WITH THE FOLLOWING WHEN APPLYING FOR PERMIT:** (an electronic copy of each of the following)

- Application for Moving Structure - (owner application and moving company application)
  - o Site Plan of Property (see attached site plan requirements)
  - o Foundation Plan (see attached foundation plan requirements)
  - o Drainage Plan
  - o Electrical Service Plan/Floor Plan
  - o Roof Runoff Patterns
  - o Plumbing Lay-out to include (water meter will not be installed and service will not be connected until the following is installed)
    - Location of sewer clean-outs (Sec. 7.10.2.2 – 710.2.4)
    - Location of shut-off valve (must be placed on property near water meter) (Sec.610.0)
  - o Utility Service Connections
- Plat of Property – If you do not have one, it can be obtained at Clerk of Court's Office, 1<sup>st</sup> Floor of Court House (337)898-1992
- Address – If you do not have one, it can be obtained by contacting City Permit Department at (337)898-4213. Address must be displayed on home (Sec. 5.11 to 5.17)
- Elevation Certificate of property (required only if property is located in a designated flood zone)  
Contact a Licensed Engineer for Letter of Elevation (A final elevation certificate will be required for a Certificate of Occupancy)  
LISTED BELOW ARE LOCAL ENGINEERS:  
LANGLINAIS, LEBLANC & ASSO 893-7643  
PRIMEAUX & ASSOC 893-8397  
SELLERS & ASSOC 893-2808
- Copy of LA State Contractors License on contractor building said structure (LA State Licensing Board of Contractors 225-765-2301 or 1-800-256-1392)
- Culvert Permit is required if covering any ditches. (Permit Applications are available online or in the Permit Dept)
- Cost of Permit is determined by the cost of construction.

### **THE FOLLOWING PERMITS MAY BE REQUIRED IF PROJECT IS LOCATED ON STATE HIGHWAY:**

LADOTD Driveway Permit and/or LADOTD Project Permit (Contact local LADOTD OFFICE AT 337-262-6100)

### **BLDG PERMIT CAN BE ISSUED ONCE ABOVE IS TAKEN CARE OF.**

- SEE SEC 5-4 BLDG. PERMITS REQUIREMENTS
- SEE SEC 5-9 BOUNDARY LINE REQUIREMENTS
- SEE SEC. 5-11 TO 5-17 REGARDING DISPLAY OF ADDRESS ON BUILDING

### **PERMITS REQUIRED:**

MOVING PERMITS to be purchase by mover at a cost of \$35. Additional \$200 is required if electrical crew assistance is needed. Moving Company must also provide a copy of liability insurance to City of Abbeville Permit Department.

PLAN REVIEW AND INSPECTION FEES of \$425 must be paid at the time Building Permit is issued

BUILDING PERMIT must be purchased based on cost to move the home

ELECTRICAL PERMIT must be purchased by licensed electrician. Electricians must also fill out electrical inspection form once work is complete.

WATER & SEWER PERMIT to be purchased by State Licensed Plumber for a new service or a tie in.

### **REQUIREMENTS FOR UTILITY CONNECTIONS:**

- Licensed electrician and/or plumber can purchase permits for electric and/or water/sewer connections online (i-WORQ with code) or by visiting the Permit Department at City Hall. CONSTRUCTION ELECTRICITY CAN BE GIVEN AFTER ELECTRICAL PERMIT IS ISSUED.
- Arrangements for inspections can be made by submitting online (I-WORQ with code) or by calling Primeaux, Touchet's & Associates at 337-893-8397
- **\*SUBMIT ONLINE OR CALL FOR ELECTRICAL AND/OR WATER & SEWER INSPECTIONS BEFORE COVERING WORK**
- CONSTRUCTION ELECTRICITY CAN BE GIVEN AFTER ELECTRICAL PERMIT IS ISSUED – IF REQUESTED ON ELECTRICAL PERMIT

### **INSPECTIONS REQUIRED ONCE CONSTRUCTION BEGINS: (TO BE DONE BY PRIMEAUX, TOUCHET & ASSOCIATES)**

- FOUNDATION INSPECTION
- WATER SHUT OFF VALVE
- OPEN-WALL INSPECTION
- SEWER CLEAN OUT
- ROOF INSPECTION
- FINAL INSPECTION
- GREASE TRAP INSPECTION
- FIXTURE COUNT INSPECTION

**\*\*\*\*NOTE IT IS THE RESPONSIBILITY OF HOMEOWNER TO CONTACT INSPECTOR FOR THESE INSPECTIONS.**

FINAL ELECTRICITY WILL NOT BE GIVEN UNTIL THESE INSPECTIONS HAVE BEEN RECEIVED AND FINAL ELEVATION CERTIFICATE (if in a designated Flood Zone) ARE SUBMITTED AND APPROVED BY THE CITY OF ABBEVILLE

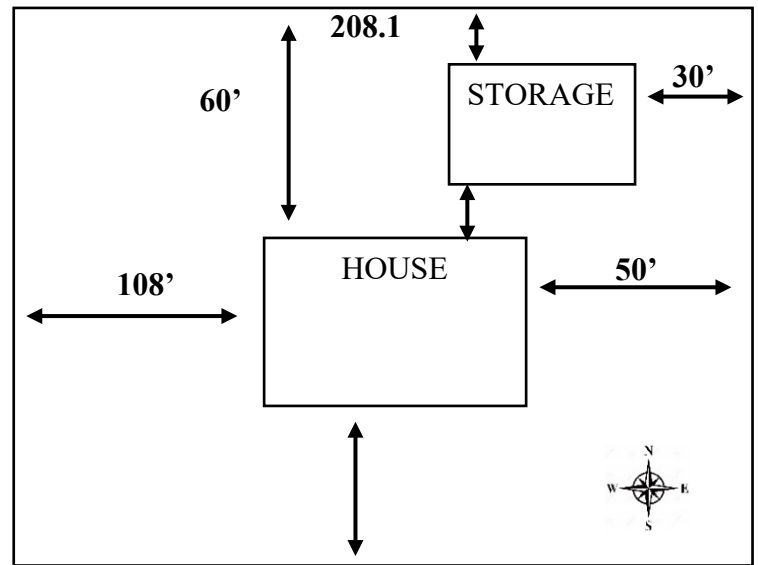
CONTACT PERMIT DEPT. AT (337)898-4212 OR 4213 FOR MORE INFORMATION

#### SITE PLAN –

- Property lines and lot dimensions
- All easements (utility, drainage, etc.) any other encumbrances
- Existing and proposed overhead utility lines
- All buildings and structures on the site and their dimensions (main building(s), storage building(s), porches/canopies, signs, fences, etc.) For additions, identify existing building(s) and addition(s)
- Parking lot and each parking space (Commercial Buildings ONLY)
- All driveways and sidewalks, showing width and location
- All required landscaping and tree, not to interfere with overhead utility lines (if required or commercial building)
- Front setback (distance from front of building to front property line) as well as side and rear setbacks
- Edge of the road shown in relation to the property line
- **NOTE:** Direction of compass in relation to site plan.

**PLEASE SEE "SITE PLAN EXAMPLE"**

**NOTE:** IN SOME CASES, ADDITIONAL INFORMATION MAY BE REQUIRED



#### FOUNDATION PLAN –

- Verify setbacks (per site plan)
- What type of foundation?
- What materials used for foundation, for reinforcement (size, type, placement of materials,) NOTE: Foundation blocks used must be of solid content.
- Indicate if using electrical, plumbing, gas, etc. in foundation
- Dimensions of foundation, interior footing or pads, exterior footings or pads, depth and width, slab thickness, support walls
- Form of excavations (free of stumps, roots, or other foreign matter)
- Garage floor sloped to garage opening or approved drain
- Verification of termite treatment
- Rodent protection required
- If necessary (loose soil, sandy soil, drainage problems need soil density report or compaction test)

The following **City of Abbeville Ordinances** provide guidelines

[https://library.municode.com/la/abbeville/codes/code\\_of\\_ordinances](https://library.municode.com/la/abbeville/codes/code_of_ordinances)

CHAPTER 5 – ARTICLE I – SECTION 5 – 4 BUILDING PERMITS  
REQUIRED

CHAPTER 5 – ARTICLE I – SECTION 5 – 8 SEPARATION BETWEEN  
RESIDENTIAL AND/OR COMMERCIAL PROPERTIES

CHAPTER 5 – ARTICLE I – SECTION 5 – 9 SEPARATION OF NEW  
CONSTRUCTION AND DRAINAGE DITCHES

CHAPTER 5 – ARTICLE I – SECTION 5 – 11 REGULATION OF  
STRUCTURES, GENERAL

CHAPTER 5 – ARTICLE I – SECTION 5 – 12 ASSIGNMENTS OF  
MUNICIPAL ADDRESS

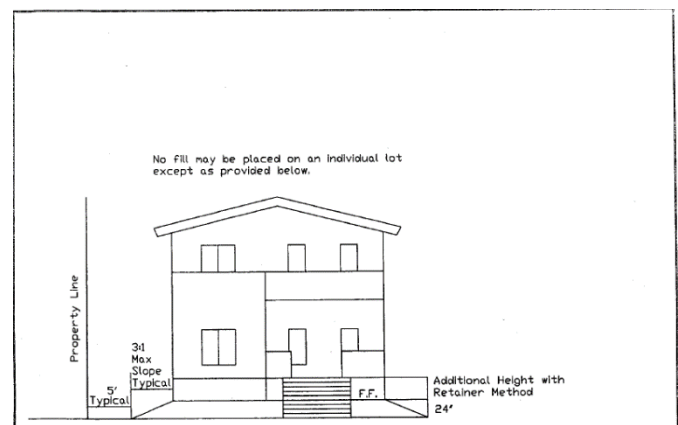
CHAPTER 5 – ARTICLE I – SECTION 5 – 13 OBLIGATION TO OBTAIN  
MUNICIPAL ADDRESS

CHAPTER 5 – ARTICLE I – SECTION 5 – 14 POSTING OF MUNICIPAL  
ADDRESS

CHAPTER 5 – ARTICLE I – SECTION 5 – 15 FAILURE TO POST  
MUNICIPAL ADDRESS

CHAPTER 5 – ARTICLE I – SECTION 5 – 16 EFFECTIVE DATE

CHAPTER 5 – ARTICLE I – SECTION 5 – 17 PENALTIES, RIGHT OF ENTRY



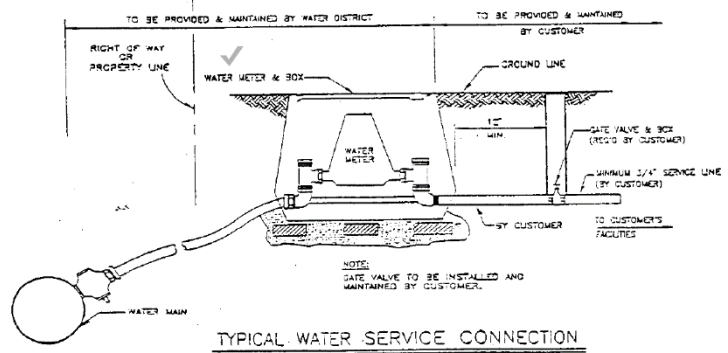
### **Louisiana State Plumbing Codes**

[http://www.ecodes.biz/ecodes\\_support/Free\\_Resources/louisiana/Louisiana\\_main.html](http://www.ecodes.biz/ecodes_support/Free_Resources/louisiana/Louisiana_main.html)

CHAPTER 6 – SECTION 610 – VALVES REQUIREMENTS

CHAPTER 7 – SECTION 710 – CLEAN-OUTS

IN ADDITION TO THE ABOVE, THE CITY IS REQUIRING A CLEAN-OUT TO BE INSTALLED WHICH IS EASILY ACCESSABLE BY CITY PERSONEL AT ALL TIMES. THE LOCATION OF THE CLEAN-OUT WILL BE DIRECTED BY CITY PERSONEL. CLEAN-OUT LOCATIONS SHALL BE INCLUDED ON DRAWINGS.



### **National Electrical Codes**

<https://www.mikeholt.com/mojonewsarchive/NEC-HTML/HTML/Article230-Services~20020219.htm>

ARTICLE 230.9B – SERVICES - VERTICAL CLEARANCE INFORMATION

ARTICLE 230.11 – SERVICES - OVERHEAD SERVICE CONDUCTORS

ARTICLE 230.24 – SERVICES – CLEARANCES

ARTICLE 230.24A – SERVICES – ABOVE ROOF

ARTICLE 230.24B – SERVICES - VERTICAL CLEARANCE FOR OVERHEAD SERVICE CONDUCTORS

ARTICLE 230.24E – SERVICES – CLEARANCE FROM COMMUNICATION WIRES AND CABLES

ARTICLE 230.27 – SERVICES – MEANS OF ATTACHMENT

# Licensing requirements for contractors in Louisiana

## Residential Building License

- Required for residential construction or home improvement projects exceeding \$75,000
- Financial statement with a minimum of \$10,000 net worth (current within 12 months of application)
- Must take Business & Law exam
- Must take Residential Building exam
- Provide proof of general liability insurance with a minimum amount of \$100,000
- Provide proof of workers' compensation coverage

## Home Improvement Registration

- Required for home improvement projects with a value exceeding \$1,500 but not in excess of \$75,000
- Provide proof of general liability insurance with a minimum amount of \$100,000
- Provide proof of workers' compensation coverage

## Commercial Building License

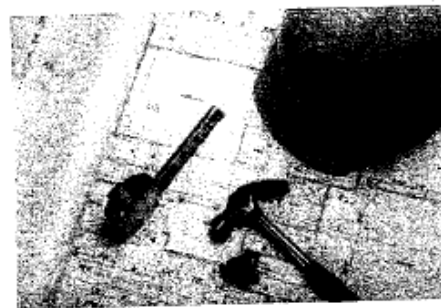
- Required for commercial projects with a value of \$50,000 or more
- Financial statement with a minimum of \$10,000 net worth (current within 12 months of application)
- Must take Business & Law exam
- Must take Trade exam
- Hire properly licensed subcontractors

## Subcontractor/Specialty Trade License

- Required for commercial projects with a value of \$50,000 or more
- Exceptions - Electrical/Mechanical/Plumbing require license for projects exceeding \$10,000; Asbestos, Hazardous Waste, Lead Based Paint Abatement/Removal, Underground Storage Tanks require license for projects with a value of \$1.00 or more
- Financial statement with a minimum of \$10,000 net worth (current within 12 months of application)
- Must take Business & Law exam
- Must take Trade exam

## Mold Remediation License

- Required for mold remediation projects with a value of \$1.00 or more
- Financial statement with a minimum of \$10,000 net worth (current within 12 months of application)
- Must take Business & Law exam
- Must complete 24 hours of approved mold remediation and mold assessment training
- Must complete 4 hours of instruction in Louisiana's Unfair Trade and Consumer Protection Law
- Provide proof of general liability insurance with a minimum amount of \$50,000
- Provide proof of workers' compensation coverage



*Application forms and fee schedules are available on the LSLBC website, [www.lacontractor.org](http://www.lacontractor.org). All licenses and the registration require compliance with Contractors Licensing Law. An updated version of the Contractors Licensing Law book is available on the LSLBC website.*

FOR MORE INFORMATION ON RULES AND REGULATIONS GO TO [WWW.LSLBC.LOUISIANA.GOV](http://WWW.LSLBC.LOUISIANA.GOV)

# ATTENTION CONTRACTORS

An important message from the

## LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS



Home Improvement Contracting

### ACT 193

Effective August 1, 2012



**Home Improvement Contractor registration and a written Home Improvement Contract will be required for projects exceeding \$1,500 but not in excess of \$75,000.**

**Home Improvement Contractors are required to provide proof of Workers' Compensation and proof of General Liability Insurance in a minimum amount of \$100,000.**

**Act 193 prohibits Home Improvement Contractors from advertising or promising to pay or rebate all or any portion of an applicable insurance deductible as an inducement to the sale of goods or services in connection with the repair or replacement of a roof system.**

**CAUTION:** Please review Act 193 in its entirety at [www.legis.state.la.us](http://www.legis.state.la.us).

*Remember to always hire a Louisiana State Licensed or Registered Contractor to protect your construction project.*

For license or registration verification, please check the website at  
**[www.lslbc.louisiana.gov](http://www.lslbc.louisiana.gov)**

## LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS

2525 Quail Drive • Baton Rouge, Louisiana 70808

**(225) 765-2301 or (800) 256-1392**

PUBLISHED TO INFORM AND UPDATE LOUISIANA'S CONSTRUCTION INDUSTRY





# ATTENTION CONTRACTORS

An important message from the  
**LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS**  
Residential Specialty Classifications  
Effective January 20, 2016



Licenses for six new specialty classifications are now required for those residential subcontractors who bid or perform work that exceeds \$7,500, including labor and materials, on any new single family residential home, duplex, triplex or fourplex.

***The new specialty classifications are:***

- Residential pile driving
- Residential foundations
- Residential framing
- Residential roofing
- Residential masonry/stucco
- Residential swimming pools

Contractors requesting these specialty licenses must complete an application for licensure; pass both the Business and Law, and the specialty trade exam; and provide proof of current liability and workers' compensation insurance coverage.

Subcontractors performing work under any specialty above for homeowners who are building their own home must be licensed for that specialty.

A subcontractor who works under the direct supervision of a licensed residential building contractor may obtain a subcontract-labor-only specialty classification by:

- Completing and submitting an application
- Submitting an affidavit executed by a licensed residential building contractor that attests to the subcontractor's quality of work and character
- Passing the Law, Rules and Regulations exam
- Providing proof of current liability and workers' compensation insurance

Electrical, mechanical and plumbing work in excess of \$10,000 requires a license issued by this Board.

For more information contact us at (225) 765-2301  
or visit [www.LAContractor.org](http://www.LAContractor.org)

## **LOUISIANA STATE LICENSING BOARD FOR CONTRACTORS**

2525 Quail Drive • Baton Rouge, Louisiana 70808  
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**State of Louisiana**  
**State Licensing Board for Contractors**

**JOHN BEL EDWARDS**  
GOVERNOR



**MICHAEL B. MCDUFF**  
EXECUTIVE DIRECTOR

September 1, 2020

Good morning,

We would like to help you in protecting our citizens from unlicensed contractors when repairing or rebuilding their damaged property from Hurricane Laura.

In the aftermath of Hurricane Laura and the devastation that large portions of the state suffered, the Louisiana Licensing Board for Contractors has received many inquiries. We would like to share information with all of you below to help protect those affected and allow you to continue to issue permits efficiently.

***There is no plan to suspend license requirements for those repairing or rebuilding residential or commercial structures. License requirements remain the same and in effect.***

- A license is always required for renovation or repair work that exceeds \$7500 in value, to include labor and all materials. A contractor holding a Home Improvement Registration or a commercial license (excluding any of the labor only classifications) may perform this work if the project value remains under \$75,000 in value, including labor and materials.
- Residential renovations or repairs that exceed \$75,000 in value to include labor and materials may only be performed by a contractor holding a Residential Building Contractor license.
- New residential construction valued over \$75,000 in value to include labor and materials may only be performed by a contractor holding a Residential Building Contractor license.
- Electrical, mechanical, or plumbing projects that exceed \$10,000 in value to include labor and all materials require licensure.
- Mold remediation and hazardous material projects requires a license if the project value is over \$1,000.
- Commercial projects require licensure if the value of the project is over \$50,000 including labor and all materials.

Our website, [www.lslbc.louisiana.gov](http://www.lslbc.louisiana.gov) provides information regarding all aspects of licensing law. The link below directs you to a real time list of all licensed contractors in Louisiana:

<http://www.lslbc.louisiana.gov/contractor-search/>

Also, a free app is available that provides the ability to verify licensure. It is available for both android and apple products. It can be located by searching for "LA Contractor".

Our regional Investigators will be visiting your offices soon and would like to leave some informational material with you for distribution to the public. If you have any questions please free to ask them at any time, or contact us at the main office in Baton Rouge.

Our Investigators will also be visiting heavily impacted areas soon and distributing informational handouts to those citizens in impacted areas. If they can assist in any way please let us know.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brad Hassert".

Brad Hassert  
Compliance Director  
225.765.2301 ext. 1248  
985.768.1111 cell  
[bhassert@lacontractor.org](mailto:bhassert@lacontractor.org)

600 North Street, Baton Rouge, Louisiana 70802-5419 • (225) 765-2301 • Fax (225) 381-0682  
[www.lslbc.louisiana.gov](http://www.lslbc.louisiana.gov)