

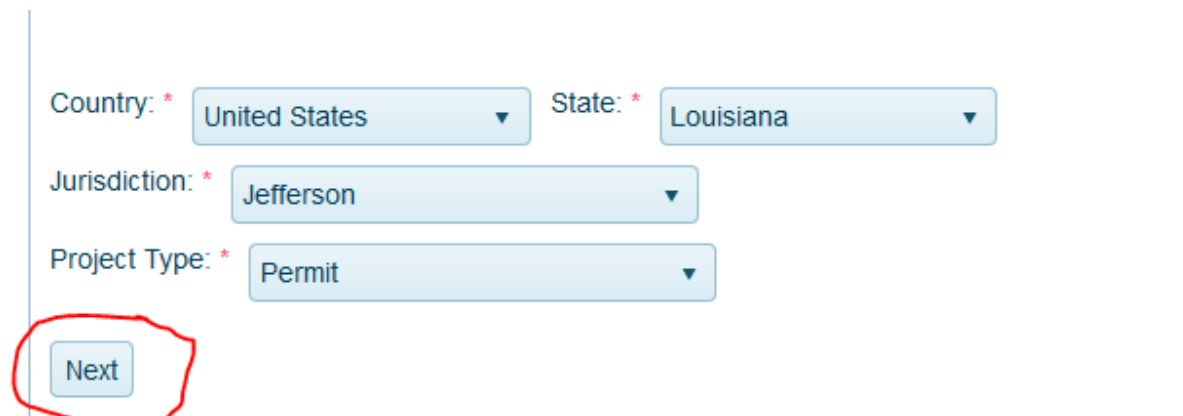
Jefferson Parish detailed Apply Online for Garage Sale Permits Guide

STEP 1: After logging in with your free customer portal account at www.mygovernmentonline.org Select Apply Online from the menu.



The screenshot shows the MyGovernmentOnline.org homepage. The navigation bar includes buttons for 'Permits and Licensing', 'Solution Center', 'Addressing', and 'Planning and Zoning'. A dropdown menu is open under 'Permits and Licensing', with 'Apply Online' highlighted by a red box. A red arrow points from the text 'STEP 1: Select "Apply Online" from the Permits and Licensing menu.' to the 'Apply Online' button. Below the navigation bar, there is a section titled 'Jurisdiction and Request Type' with a warning icon and text: 'Some jurisdictions do not accept online applications. If your jurisdiction or jurisdiction's department is not listed please contact that jurisdiction directly for their application procedure.'

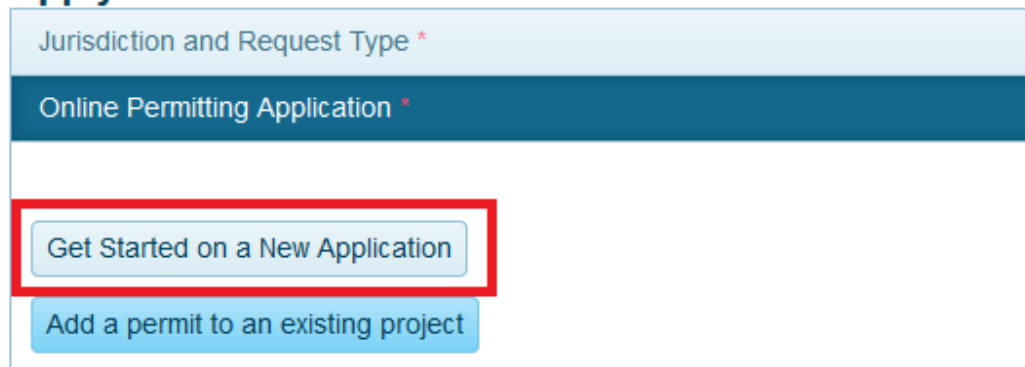
STEP 2: Select the appropriate values for Country, State, Jurisdiction and “permit” for the Project Type drop down boxes and press “next”.



The screenshot shows a form with four dropdown menus: 'Country: *' set to 'United States', 'State: *' set to 'Louisiana', 'Jurisdiction: *' set to 'Jefferson', and 'Project Type: *' set to 'Permit'. A red circle highlights the 'Next' button at the bottom left of the form.

STEP 3: Select “Get Started on a New Application”.

Apply Online



The screenshot shows the 'Apply Online' page. It has a header 'Jurisdiction and Request Type *' and a sub-header 'Online Permitting Application *'. Below these are two buttons: 'Get Started on a New Application' (highlighted with a red box) and 'Add a permit to an existing project'.

STEP 4: Enter the address where the Garage Sale will take place

Physical Address or Location *

! Please provide the physical address or location of your project. To modify an existing permit, search for it by [clicking here](#).

Address or Location: * City: * Zipcode: *

1221 Elmwood Park Blvd Jefferson 70123

Next

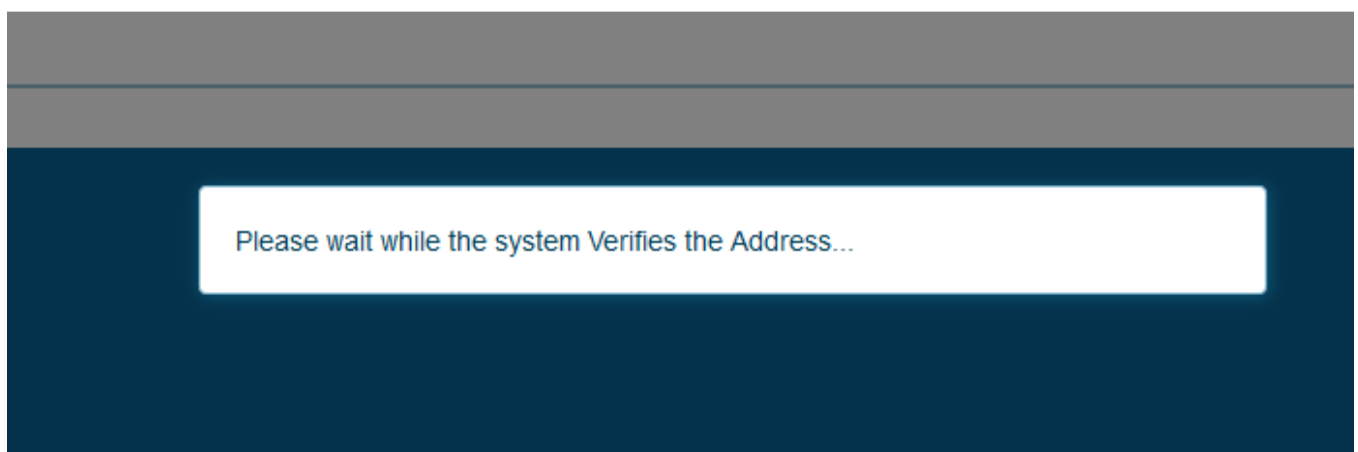
STEP 5: Select "Garage Sale" for the application type.

Select an Application Type

Application Type: * Garage Sale ▼

Back Next

Please wait while the system verifies that no more than two garage sale permits have been issued in the last 12 months. If two have been issued please wait until the date shown to apply again. Upon validating the permit process is ok to proceed you will be automatically redirected to the next screen.



Step 6: Fill out as much of the owner's information as known and press "next".

Owner's Contact Information

First Name	Last Name	Suffix	Business Name
<input type="text" value="Augustus"/>	<input type="text" value="Who"/>	<input type="text" value="-"/>	<input type="text"/>

Mailing Address

Address	City	State	Zipcode
<input type="text" value="111"/>	<input type="text" value="Harvey"/>	<input type="text" value="Louisiana"/>	<input type="text" value="77777"/>

Email Notify

Cell Phone () Notify

Home Phone () Notify

Work Phone () Notify

Step 7: Applicants information will be automatically filled in based on the default contact information set on your user account. You can make any appropriate changes if needed and press "next".

Applicant's Contact Information

First Name	Last Name	Suffix	Business Name
<input type="text" value="Ryan"/>	<input type="text" value="Hutchinson"/>	<input type="text" value="-"/>	<input type="text" value="-"/>

Mailing Address

Address	City	State	Zipcode
<input type="text"/>	<input type="text"/>	<input type="text" value="Louisiana"/>	<input type="text"/>

Email Notify

Cell Phone () Notify

Home Phone () Notify

Work Phone () Notify

Step 8: Answer the three questions with the appropriate information and press “Next:”

Application Questionnaire

ⓘ All items marked with a red asterisk are required fields and must be completed before you are able to submit your application to the jurisdiction. If you are unsure of a required field's answer you may skip the question to answer other questions. After you press "next" to advance to the "review" section, you can press the "Save" button to save your progress and return to your application at a later date to continue your progress in completing the application.

Garage Sale Permit*

Garage Sale Permit Acknowledgement *
I acknowledge that the garage sale permit fee is a \$10 non-refundable fee and that it is my responsibility to ensure the address of the garage sale is located in unincorporated Jefferson Parish. I Agree

Beginning Date of Garage Sale *
Please select the date your garage sale will begin.

Items to be Sold *
Please enter a general list of items to be sold at the garage sale. For example, books, toys, clothing, etc.

Back Next

Step 9: Review that all information is correct and press “pay now” to pay the fee with a credit card:

Review

ⓘ To save your current progress and complete your application another time, please press save before exiting.

The Jurisdiction requires the following permit fees to be paid before the application will be reviewed:

Category	Type	Calculation Information	Fee Amount
Miscellaneous Fees	Credit Card Fee	Flat Rate 2	\$2.00
Various Other Permit Fees	Garage Sale Permit	Flat Rate 10	\$10.00
Total			\$12.00

Back **PAY NOW**

Step 10: Enter in your payment information and press the pay button. Please wait while you are redirected back to MyGovernmentOnline where you can then print your receipt and permit.

Jefferson Parish Inspection/Code

Review Your Order

Total Amount: USD **12.00**

Pay With Your Credit Card

Cardholder Name

Credit Card Number



Expiry Date (MMYY)

Your private information is secured using SSL (Secure Sockets Layer), the leading security protocol on the Internet. Information is encrypted and exchanged with an https server.

We respect your privacy. We will pass your name, address or e-mail address on only to the merchant.

Secure Payment provided by [First Data Corp.](#)

Step 11: A copy of your receipt has been e-mailed to you. However, if you would like to print or view it now you can press the “print permit receipt” button shown below.

Project #14-315974 1221 Elmwood Park Blvd Jefferson LA 70123

Jurisdiction: Jefferson

Create Date: 03/27/2014

Permit Fees: \$12.00 **Fees Paid:** \$12.00

Balance Due: \$0.00

Permit Types: Credit Card Fee (5558) Garage Sale Permit (5562)

[Print Permit Receipt](#)

Overview

Contacts

Requirements

Payments

Assigned Project Types



Credit Card Fee

Garage Sale Permit

Step 12: To print a copy of your permit please click the “payments” tab and then the “Print Permit” button as shown below.

Project #14-315974
1221 Elmwood Park Blvd Jefferson LA 70123

Jurisdiction: Jefferson
Create Date: 03/27/2014
Permit Fees: \$12.00 Fees Paid: \$12.00
Balance Due: \$0.00
Permit Types: Credit Card Fee (5558) Garage Sale Permit (5562)
[Print Permit Receipt](#)

Overview	Contacts	Requirements	Payments
Project Type Fees			
Credit Card Fee			
Total			Amount Due
\$2.00			
Garage Sale Permit			
Total			Amount Due
\$10.00			Print Permit