

# Basic Guide to Retail Seafood Sales

**A** retail seafood dealer is any entity (person or business) that buys, acquires or handles any species of seafood in Louisiana for sale direct to the consumer for personal or household use. A retail license holder may buy or handle catch from a licensed, Louisiana wholesale/retail dealer only; and may not purchase fish directly from a commercial fisherman. If purchasing seafood from out of state, you can only buy from a seller who is legally licensed in that state.



## LICENSES AND PERMITS

### Louisiana Department of Wildlife & Fisheries (LDWF)

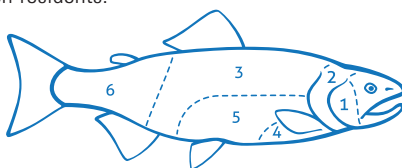
<http://la.wildlifelicense.com> • 225-765-2887 & 225-765-2898

#### Retail Seafood Dealer License

You either need a license for sales from a fixed business location or for sales from a vehicle—or multiple licenses if selling from more than one location. Each license costs \$105 for residents and \$405 for non-residents.

#### Seafood Transport License

Purchased in connection with your retail license, it allows you to legally transport the product to your place of business. The cost is \$30 per vehicle.



#### Retail Out-of-State Crab Shipping License

If selling crabs outside of Louisiana—whether hard or soft shell, cooked or live—this license is required; the cost is \$100.

**Note for restaurant & retail grocery store owners:** If you only sell cooked seafood for immediate consumption by a consumer, you are exempt from license requirements but must still follow all reporting and records requirements. However, you must obtain a retail license if selling raw seafood or sushi, or you transport the seafood to your business (must also have transport license).

**Louisiana Department of Health & Hospitals (DHH)** <http://eatsafe.louisiana.gov>

#### State Health Department Permit to Operate

Either a Retail Food Permit for restaurants & seafood markets; a Fair or Festival, or Special Event Permit; a Grocery or Non-grocery Store Permit (based on revenue); or a Mobile Vendor's Permit, which requires a vehicle inspection by your local sanitarian. If you plan on processing (cleaning, shucking, picking, peeling, or packing) at all, you will need a special permit to operate, must register with the FDA, and complete a Hazard Analysis and Critical Control Points (HACCP) plan.

**Louisiana Department of Agriculture / Weights & Measures** 225-922-1341

#### State-inspected Scale

If selling seafood by weight you must have a legal-for-trade scale, which must be inspected and certified annually (cost is \$35 up to 1,000 lbs).

#### Local City/Parish Government

Various permits and licenses; including general occupational, and mobile vendors permit (in addition to DHH requirement).

## RECORD-KEEPING REQUIREMENTS

LDWF requires that records of seafood purchases and sales must be kept for three years, in English.

When seafood is bought, you must record the quantity and species, the date of purchase, and the name and license number of the wholesale/retail seafood dealer (or the out-of-state seller) from whom the purchase was made. Similarly, when seafood is sold, you must keep a record showing the quantity and species, the date, and that it was sold to a 'consumer'.

## BUILDING PLANS/APPROVALS

New retail seafood dealers should contact the state sanitarian in the parish they plan to operate to submit a building plan review questionnaire along with a detailed, scale-drawn floor plan of the facility.

Once approved, your establishment will be inspected from 1 to 4 times a year, based on your risk category. Find your local sanitarian at: <http://new.dhh.louisiana.gov/index.cfm/page/394>.



For more information on starting and operating a business in Louisiana, visit <https://la-web.s3licensing.com>