State of Louisiana
Office of The Governor
Auctioneers Licensing Board

11736 Newcastle Avenue, Bldg, 2, Suite C
Baton Rouge, LA 70816

Telephone: 225.295.8420
Website: www.lalb.org
Email: admin@lalb.org

An Equal Opportunity Employer

Requirements for Louisiana Auctioneer Licensing

An Auctioneer license is required to SELL items at auction. If you want to purchase a car at a dealer only auto auction, this is NOT the application. Please contact the LA Used Motor Vehicle Commission.

Auctioneer applicants must be at least 18 years of age, a citizen of the U.S. or legal resident, of good moral character, and has completed an approved auctioneer school. Please do not begin your application until you have graduated.

Applicants must read the LA Auctioneers Licensing Board's Statutes and Regulations located on www.lalb.org prior to beginning an application. Applying indicates you have done so and that you understand and will comply with all laws and regulations. All licenses run January 1st through December 31st.

Your application will be submitted through a secure online licensing portal with Certemy. All licensing applications are considered at regularly scheduled Board meetings. You do *not* need to be present. Applications are due 2 weeks before Board meetings to allow ample time to schedule your Auctioneer test. If you are applying and need a license before the next board meeting, you may be eligible IF you are already licensed in another state as an Auctioneer. Board meeting dates are posted on the 'Board Meetings" page of the website. **An application will consist of:**

- General information about yourself- name, address, phone, email, etc.
- Irrevocable Consent Form: signed and notarized (**out of state applicants only**)
- Proof of Citizenship: A voter registration card, U.S. passport, or Birth Certificate. Legal Alien- a green card
- Auctioneer school certificate (approved schools only) or apprenticeship completion form
- A Surety Bond in favor of the Louisiana Auctioneers Board in the amount of $10,000. The bond must be issued in your name, not a business name. All bonds must run concurrent with the licensing period ending December 31st**.** Multi-year bonds are accepted. **Be sure to sign your bond**.
- Louisiana Department of Revenue registration to pay Louisiana sales tax OR complete the sales tax waiver on the application.
- A headshot of the applicant taken within the past 6 months
- Fee: check, money order, or credit card payable to the Louisiana Auctioneers Board for $300. License fees are not pro-rated and are non-refundable.

  If you receive public assistance including, but not limited to Supplemental Nutritional Assistance Program, Temporary Assistance for Needy Families, Medicaid, Disability Insurance, public house OR earn less than 200% of the current federal poverty guidelines, you may be eligible for a waiver of fees. Please contact the office directly at 225-295-8420 to discuss.

- Auctioneer test. After completing your application, you will be contacted for scheduling. (typically the week prior to the Board meeting) The test will cover auction knowledge you learned in Auctioneer school and the Louisiana Auctioneer Board Statutes and Regulations.

Once the license is granted, licensing information can be found in your Certemy 'Digital Wallet'.