

To Setup a Return/Account in Parish E-File

Click “My Returns”

PARISH E-FILE

Create Return ▾ My Returns ▾ Lookup Support ▾ FAQ

Welcome to Parish E-File, [REDACTED]

Returns

- [File a New Return](#)
- [Import Returns](#)

Applications & Renewals


- [Apply for Account Number](#)

My Account

- [Account Information](#)
- [Account History](#)
- [Account Numbers](#)
- [Payment Accounts](#)

Notice

Click “Return Setup”



Create Return ▾ My Returns ▾ Account Center ▾ Lookup Support ▾ FAQ

Filing History

Return Setup

* Test site for administrators only - do not use this site to file returns. *

Welcome to Parish E-File, [REDACTED]

Returns

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[File a New Return](#)

↑

[Import Returns](#)

Applications & Renewals

+

[Apply for Account Number](#)

My Account

Account Information

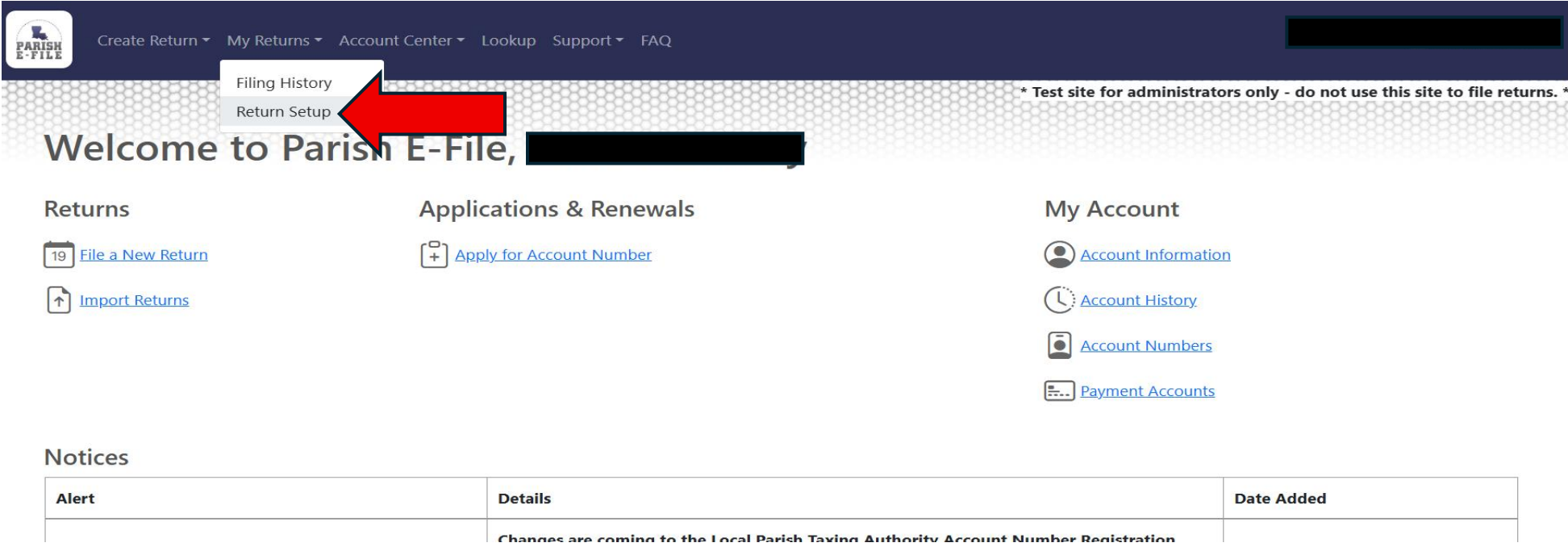
Account History

Account Numbers


Payment Accounts

Notices

Alert	Details	Date Added
	Changes are coming to the Local Parish Taxing Authority Account Number Registration	



From the Return Drop Down, Select the Parish or State account/return to be added, the business location it should be added to, and the account number. Then click “Add Return”.

 Create Return ▾ My Returns ▾ Account Center ▾ Lookup ▾ Support ▾ FAQ

* Test site for administrators only - do not use this site to file returns. *

Are you finished setting up your Returns?

YesNo

Return Setup

More information about setting up your returns can be found in the [Help Box](#) and in the [FAQ](#).

Set up a new return

Return:

LA Dept of Revenue Sales and Use Tax ▾

Select Location:

L5 ▾

See table below for already setup returns. Physical Business Location not listed?
[Click here to add another business location.](#)

Tax Authority Account Number:

Number and need to apply for one.

Filing Status:

Monthly ▾


Add Return

Return Information Table

The returns below have already been set up. Click 'Edit' to update Filing Status or Tax Authority Account Number. Then click 'Update' to save the information.

Return	Location	Account No.	Filing Status	License Type	Account Status	Date Closed	Final Return Status
Acadia Parish			Quarterly		Open		Edit Delete
Acadia Parish			Monthly		Open		Edit Delete
Acadia Parish			Monthly		Open		Edit Delete
Allen Parish			Monthly		Open		Edit Delete
Allen Parish		Applied For	Monthly		Open		Edit Delete
Ascension Parish			Monthly		Open		Edit Delete
Ascension Parish Annex			Monthly		Open		Edit Delete

You should receive a message that the return has been added to the Return Information Table.



Create Return ▾

My Returns ▾

Account Center ▾

Lookup

Support ▾

FAQ

** Test site for administrators only - do not use this site to file returns. *

Are you finished setting up your Returns?

YesNo

Return Setup

More information about setting up your returns can be found in the [Help Box](#) and in the [FAQ](#).

Set up a new return

Your return has been added to the table below. To file this return click [HERE](#) or click Create Return on the menu bar.

Return:

LA Dept of Revenue Sales and Use Tax ▾

Select Location:

[Please Select Location] ▾

See table below for already setup returns. Physical Business Location not listed?
[Click here to add another business location.](#)

Tax Authority Account Number:

[Click here if you do not have an Authority Account Number and need to apply for one.](#)

Filing Status:

Monthly ▾

Add Return


Return Information Table

The returns below have already been set up. Click 'Edit' to update Filing Status or Tax Authority Account Number. Then click 'Update' to save the information.

Return	Location	Account No.	Filing Status	License Type	Account Status	Date Closed	Final Return Status
Acadia Parish			Quarterly		Open		Edit Delete
Acadia Parish			Monthly		Open		Edit Delete
Acadia Parish			Monthly		Open		Edit Delete
Allen Parish			Monthly		Open		Edit Delete
Allen Parish		Applied For	Monthly		Open		Edit Delete
Ascension Parish		Applied For	Monthly		Open		Edit Delete
Ascension Parish Annex			Monthly		Open		Edit Delete
Ascension Parish Hotel Return			Monthly		Open		Edit Delete

To change the filing frequency of an account.

From the “Return Information Table” (same page as above) find the account that needs to be changed and click edit.



[Create Return](#) [My Returns](#) [Account Center](#) [Lookup](#) [Support](#) [FAQ](#)

Administrators only - do not use this site to file returns. *

Are you finished setting up your Returns? Yes No

Return Setup

More information about setting up your returns can be found in the [Help Box](#) and in the [FAQ](#).

Set up a new return

Return:

[Select return] v

Select Location:

LNAliceTest30 v

See table below for already setup returns. Physical Business Location not listed?
[Click here to add another business location.](#)

Tax Authority Account Number:

[Click here if you do not have an Authority Account Number and need to apply for one.](#)

Filing Status:

Monthly v

Add Return

Return Information Table

The returns below have already been set up. Click 'Edit' to update Filing Status or Tax Authority Account Number. Then click 'Update' to save the information.

Return	Location	Account No.	Filing Status	License Type	Account Status	Date Closed	Final Return Status	
Acadia Parish			Quarterly		Open			Edit
Acadia Parish			Monthly		Open			Edit Delete
Acadia Parish			Monthly		Open			Edit Delete
Allen Parish			Monthly		Open			Edit Delete
Allen Parish			Monthly		Open			Edit Delete
Ascension Parish			Monthly		Open			Edit Delete
Ascension Parish Annex			Monthly		Open			Edit Delete
Ascension Parish Hotel Return			Monthly		Open			Edit Delete
Assumption Parish		Applied For	Monthly		Open			Edit Delete
Beauregard Parish		Applied For	Monthly		Open			Edit Delete

Change the filing frequency (filing status) and click “update”. **Note: This is also where the account number can be updated from “Applied For” to the number issued by the taxing authority and where a close date can be added or edited.**

Return Information Table

Click 'Update' to save changes or 'Cancel' to undo any changes.

Return	Location	Account No.	Filing Status	License Type	Account Status	Date Closed	Final Return Status
Acadia Parish			Quarterly		Closed? <input type="checkbox"/>		Update Cancel Delete
Acadia Parish			Monthly		Open		Edit Delete
Acadia Parish			Monthly		Open		Edit Delete
Allen Parish			Monthly		Open		Edit Delete
Allen Parish		Applied For	Monthly		Open		Edit Delete
Bertrand Parish		Applied For	Monthly		Open		Edit Delete



Return Information Table

Click 'Update' to save changes or 'Cancel' to undo any changes.

Return	Location	Account No.	Filing Status	License Type	Account Status	Date Closed	Final Return Status
Acadia Parish			Monthly		Closed? <input type="checkbox"/>		Update Cancel Delete
Acadia Parish			Monthly		Open		Edit Delete
Acadia Parish			Monthly		Open		Edit Delete
Allen Parish			Monthly		Open		Edit Delete



The filing frequency should be updated.

Return Information Table

The returns below have already been set up. Click 'Edit' to update Filing Status or Tax Authority Account Number. Then click 'Update' to save the information.

Return	Location	Account No.	Filing Status	License Type	Account Status	Date Closed	Final Return Status
Acadia Parish	[REDACTED]	[REDACTED]	Monthly		Open		Edit Delete
Acadia Parish	[REDACTED]	[REDACTED]	Monthly		Open		Edit Delete
Acadia Parish	[REDACTED]	[REDACTED]	Monthly		Open		Edit Delete
Allen Parish	[REDACTED]	[REDACTED]	Monthly		Open		Edit Delete