



P.O. BOX 2009
LAFAYETTE, LA. 70502

LOUIS J. PERRET
LAFAYETTE PARISH CLERK OF COURT
15TH JUDICIAL DISTRICT

PHONE: (337) 291-6345
FAX : (337) 291-6392

PLEASE PRINT OR TYPE

800 S. BUCHANAN STREET
LAFAYETTE, LA. 70501

CLERK OF COURT WEB SITE
<http://www.lpclerk.com/>

CREDIT APPLICATION FOR CHARGE ACCOUNT

Company Name: _____
(Legal name of company or individual)

Type of Business: _____ Years in business: _____

Mailing Address: _____

City _____ State _____ Zip _____

Physical Address: _____
(if different from above address)

City _____ State _____ Zip _____

Phone: _____ Fax _____

Accounting Contact: _____ E-mail: _____ Phone: _____

The account that you are applying for is a 30 day open charge account. R.S. 13:845 provides that fees to the clerk of court as ex-officio recorder be paid at the time services are rendered. As a courtesy and convenience, we are allowing you the privilege of paying on a 30 day basis.

Your office may request in writing that we bill this account for recording fees, copy or fax fees, certificates or other authorized fees. If applicable, online access monthly fee and online printing fees will be billed to this account. This account can not be used to charge Civil Filing fees.

A monthly statement will be sent listing all unpaid invoices. Upon receiving this statement, the total amount shown is due. Failure to make prompt payments will be grounds for termination of this account.

The person signing this application must be authorized to sign agreements for this company.

As Individual, Owner, Partner, Principal, Member or Officer of the above named company, I hereby agree that I will pay all charges on this account upon receipt of the monthly statement.

Print Name of Person Applying: _____ Title: _____

Signature of Applicant: _____ Date: _____



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Accounting Department

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ONLINE COURT AND LAND RECORDS SUBSCRIPTION AGREEMENT

Important-----This agreement must be submitted with the Credit Application for Charge Account form

Company Name: _____
(Legal name of company or individual)

1. The user company agrees to pay the initial set-up fee of \$100 and the first month's access fee of \$65 at the time he/she submits the application. The user agrees to pay the monthly access fee of \$65 per month and any printing charges upon receipt of the monthly statement.
2. Payment entitles the user to one User ID and password which may be used to login at any personal computer with internet access. Login will be allowed for each user ID at one location at a time. Password security and unauthorized use is the sole responsibility of the subscribing company.
3. The user company understands that the online records access is a service provided by the Clerk as a time saving convenience to the user and that while we have attempted to preserve the accuracy of the online versions, these records are not official and the Lafayette Parish Clerk of Court will not be responsible for any inaccuracies that may be encountered. Only the Official Public Records provided in the office shall be referenced as the Official Public Records. By using this service, in any form, the user agrees to indemnify and hold harmless the Lafayette Parish Clerk of Court and anyone involved in storing, retrieving, or displaying this information for any damage of any type that may be caused by retrieving this information over the internet. Records available in each search consist of *released* records. The term "released" means the records have been filed, indexed, verified and released for general public viewing. Please note that there may be records that have been filed but not yet completely processed and are not available on this search until released. User agrees that the information retrieved through online access to the Clerk's website's are a matter of public record and agrees the same is for user's private use only and not for resale.

User Contact Name _____ E-mail _____

(This contact name, phone and email will be used for all notifications regarding online access. Please email Melinda with changes.)

User ID: _____ Password _____ Phone _____
5-14 characters, no symbols 5-14 characters

4. The user agrees to provide the Clerk with advance written notice if he/she wishes to cancel this subscription. The clerk's contact is Melinda at melinda.leonpacher@lpclerk.com 337-291-6477 If you would like the account to deactivate after one month, please initial here: _____

The person signing this application must be authorized to sign agreements for this company. As Individual, Owner, Partner, Principal, Member or Officer of the above named company, I hereby agree that I will pay all charges on this account upon receipt of the monthly statement.

Print Name of Person Applying: _____ Title: _____

Signature of Applicant: _____ Date: _____