

**DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS  
OFFICE OF STATE POLICE**

**INSTRUCTIONS**

Pursuant to Louisiana Revised Statute 51:579 et seq.

Every individual, firm, corporation, entity or partnership, except municipalities, political subdivisions and public utility companies, engaged in the business of purchasing and reselling any materials provided for in this subsection **must** use this form to record such transactions.

This record must be kept for a period of two (2) years at the place of business and shall be made available for inspection by any peace officer or law enforcement officer at anytime.

When requested, one copy of this report shall be filed with the sheriff of the parish in which such business is located, except in Orleans Parish, where the report shall be filed with the New Orleans Police Department. At the same time, a copy shall be filed with the Department of Public Safety and Corrections, Office of State Police, PO Box 66168, Baton Rouge, LA 70896-6168.

For not less than ten (10) days from the date of the purchase of materials required to be recorded, the buyer of such materials must keep it separate from other purchased materials as required pursuant to the above entitled law. It must be kept in the same form in which it was purchased so as to be readily identifiable from other purchased materials, except in cases where the purchased materials are photographed. In those cases, the photograph must digitally-record the month, day, year and time. The identity of the photographer must also be recorded.

If the seller of the material does not have a valid Government-Issued Photo ID, the purchaser shall not complete the transaction. For the purpose of identification, only identification cards issued by a State of The United States or a United States Government Agency shall be recognized.

Violating any part of these requirements may result in a fine of not less than \$1000 or imprisonment for not less than thirty (30) days nor more than one (1) year, or both.

**DEPARTMENT OF PUBLIC SAFETY AND CORRECTIONS**  
**OFFICE OF STATE POLICE**  
**LOUISIANA JUNK OR SCRAP METAL TRANSACTION REPORT**

Business / Facility Name

Purchaser's Name

Name: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 SIGNATURE

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

**Seller Information**

Name: (Print) \_\_\_\_\_

\_\_\_\_\_  
 SIGNATURE

DATE

Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Government Issued

Issuing

Photo ID #: \_\_\_\_\_

Agency/State: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Vehicle Type: \_\_\_\_\_

Make

Model

Year

Vehicle License #: \_\_\_\_\_

Issuing State: \_\_\_\_\_ Exp Date: \_\_\_\_\_

**Check all that apply**

Material Composition

Material Weight

Material Form

Guide

**Copper**

**Copper Wire**

**Alloy**

**Bronze**

**Zinc**

**Brass**

**Aluminum**

**Stainless Steel**

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_ lbs.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

B =	Bars
K =	Kegs
C =	Cable
I =	Ingots
R =	Rods
T =	Tubing
W =	Wire
Cl =	Clamps
Co =	Connectors
O =	Other

Description of material (wire gauge, rod size, etc.) \_\_\_\_\_

If material is railroad track material over 500 lbs. :

Rail  Switch Components  Spikes  Angle Bars  Tie Plates

Railroad Bolts  Other / description: \_\_\_\_\_

Thumb Print (Right)



Transaction Date