

Process for Making a Golf Cart Street Legal Pending Ordinance Approval

With the anticipated approval of the ordinance authorizing golf cart operation on designated public streets, the following guidance outlines the practical steps required to make a golf cart street legal. This information has been compiled through direct experience working through the process and coordinating with state requirements, with the goal of providing residents a clear and reliable reference. While every effort has been made to ensure accuracy, residents who have questions or need additional clarification may reach out for assistance at any time—Councilmember Rhonda Kelley can be contacted at 225-776-2248, and Councilmember Bliss Bernard at 225-776-1007.

1. Locate the Vehicle Identification Number (VIN) or serial number.

- The VIN is typically found on the frame or manufacturer's plate. If the golf cart does not have a clearly labeled VIN, the owner must work with an authorized entity to verify or assign one as permitted by state regulations.

2. Obtain a bill of sale.

- This document establishes legal ownership of the golf cart and must be signed by both buyer and seller and notarized.
- The bill of sale should include the VIN or serial number, purchase date, purchase price, and identifying information for both parties.
- A template can be found here: <https://esign.com/wp-content/uploads/Golf-Cart-Bill-of-Sale-Form.pdf>

3. Obtain liability insurance for the golf cart.

- Louisiana law mandates proof of insurance consistent with motor vehicle insurance requirements when a golf cart is operated on public roadways. Proof of insurance must be carried while operating the cart.

4. The golf cart must be equipped to meet street-legal requirements under Louisiana Revised Statute (LRS) 32:299.4, as illustrated in the figure below.

- Required equipment includes, but is not limited to, functioning headlamps, tail lamps, brake lamps, turn signals, reflectors, a rear-view mirror, safe tires, reliable steering, efficient brakes, and a visible VIN or serial number.

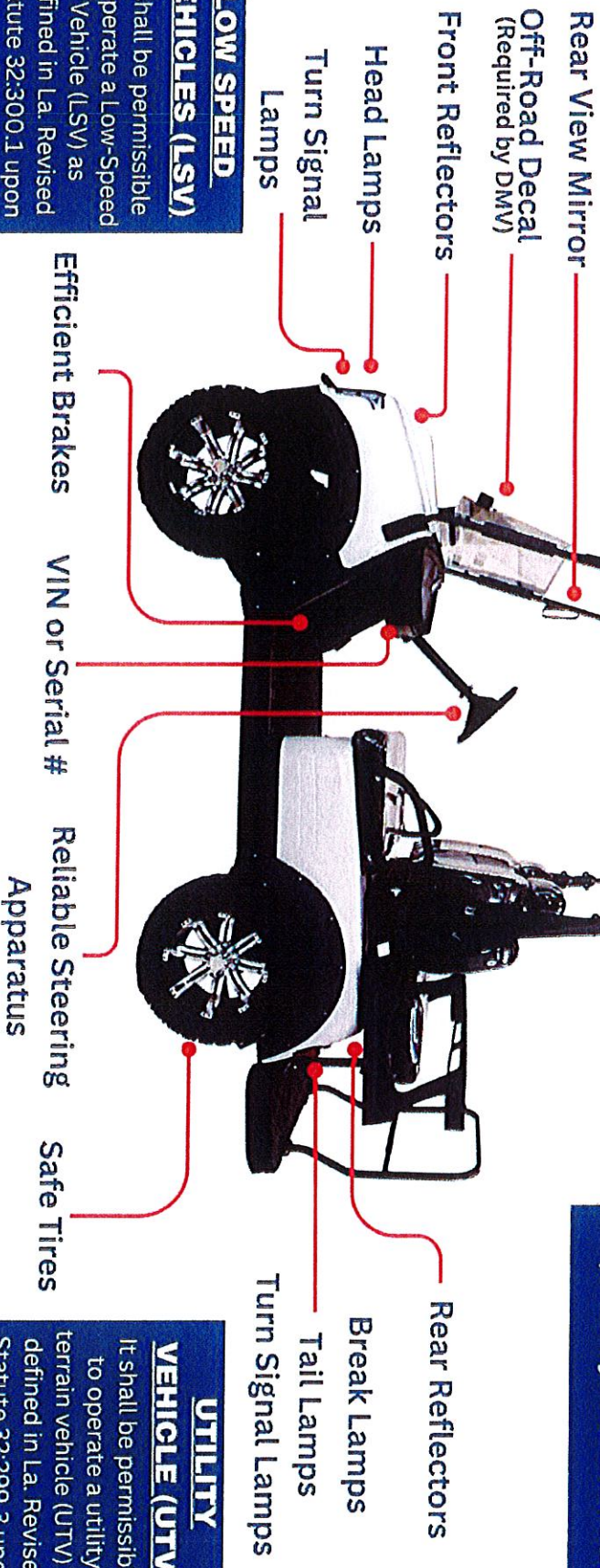


5. **Once the required equipment is installed, the golf cart must be inspected by a certified peace officer.**
6. **Complete the Statement of Golf Cart form issued by the Louisiana DMV.**
<https://public.powerdms.com/LADPSC/documents/357217>
7. **Complete the Vehicle Application Form from the DMV.**
<https://public.powerdms.com/LADPSC/documents/355820>
 - a. If there is no lien on the golf cart, only the top portion of the form needs to be filled out.
8. **Schedule an appointment with the DMV under “Vehicle Registration.”**
 - a. At the Port Allen DMV, request Tara York, who is knowledgeable in golf cart registration requirements. After booking the appointment, owners are encouraged to email her at Tara.York@la.gov with the appointment date.
 - b. In Baton Rouge, assistance is also available at the Independence location through Latasha Anderson at Latasha.Anderson@la.gov.
9. At the DMV, you may choose between a **registration decal valid for four years** or a **license plate valid for two years**.

STREET LEGAL GOLF CART

The LA Department of Motor Vehicles requires the following equipment for a golf cart to be driven on town streets.

LA STATE LAW
Any person operating a golf cart on town streets must have in his or her possession a valid driver's license from Louisiana or another state, proof of insurance as required by R.S. 32:900(B).



LOW SPEED VEHICLES (LSV)
It shall be permissible to operate a Low-Speed Vehicle (LSV) as defined in La. Revised Statute 32:300.1 upon town roads.

UTILITY VEHICLE (UTV)
It shall be permissible to operate a utility terrain vehicle (UTV) as defined in La. Revised Statute 32:299.3 upon roads.

GOLF CART BILL OF SALE

Date: _____

I, the undersigned Seller, _____ (Seller name) for the sum of \$_____ sell to the undersigned Buyer, _____ (Buyer name) the following Golf Cart:

Make: _____ Model: _____ Year: _____ <input type="checkbox"/> Gas <input type="checkbox"/> Electric Serial Number: _____ Battery Voltage / CCs: _____
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The undersigned Seller affirms that the above information regarding the Golf Cart is accurate to the best his/her knowledge.

The undersigned Buyer accepts receipt of this Bill of Sale and understands that the above Golf Cart is sold in "as is" condition with no guarantees or warranties, either expressed or implied, for the item.

Seller's Signature: _____

Seller's Printed Name: _____

Street Address: _____

Phone #: _____ Email: _____

Buyer's Signature: _____

Buyer's Printed Name: _____

Street Address: _____

Phone #: _____ Email: _____

**PROOF
OF
INSURANCE**

Louisiana Department of Public Safety and Corrections



PUBLIC SAFETY SERVICES
OFFICE OF MOTOR VEHICLES

STATEMENT OF GOLF CARTS

This statement must be completed in its entirety and signed by the registered owner.

This statement declares that I, _____, _____,
(Registered Owner's Full Name) (Driver's License Number)

_____, _____,
(Address) (City, State, Zip Code)

am the registered owner of a vehicle identified as _____,
(Year) (Make)

and _____,
(VIN)

By my signature, I acknowledge that:

- 1) The above statement is true and correct.
- 2) The golf cart contains all required equipment and meets all specifications as defined in R.S. 32:299.4.
- 3) The owner is aware that the vehicle shall be operated only by a licensed driver.
- 4) The golf cart may be operated only upon a parish road that has been designated by a parish or a municipal street that has been designated by a municipality for use by a golf cart. A golf cart may be used to cross a part of a state highway where a golf course is constructed on both sides of the state highway if the Department of Transportation and Development has issued a permit for the crossing.

(Registered Owner's Signature)

(Date)

DPSMV1809 (R0418)

"YOU DRINK & DRIVE, YOU LOSE"
P.O. BOX 64886, BATON ROUGE, LOUISIANA 70896-4886
225-925-6146 | www.expresslane.org

NOTICE:

If a title, license plate, or validation sticker is not received within thirty (30) days after submitting application and fees for such, contact your nearest Office of Motor Vehicles. Departmental policy provides for the issuance of a free replacement within sixty (60) days from the date of issuance. Failure to notify this office timely could result in additional fees being charged.

A. CONVERSION

Old License Plate Number _____ New License Plate Number _____
 Use _____ Use _____
 Weight _____ Weight _____

B. TRANSFER OF PLATE

License plate _____ has been removed from a _____
 YEAR MAKE VIN
 and transferred to the vehicle described on the first page of this form. License plate returned is _____

C. LOST, STOLEN, OR REPLACEMENT

PLATE STICKER License Plate Number _____

D. TITLE CORRECTION

Error: _____

 Correct To: _____

E. FARM USE STATEMENT

I do declare that I am a bona fide farmer and am in the business of farming; that the vehicle described on the first page of this form is used primarily, but not exclusively, in hauling farm produce raised on my farm, from such farm to market and return therefrom; hauling merchandise to my farm and that this vehicle will not be used to haul another person's farm produce or other products for a fee or compensation. Said farm is located at:

RFD _____ Box _____ City _____ Parish _____ Zip _____

Owner's Signature _____

F. OUT OF STATE DECLARATION

I, _____ declare that the _____
 (Printed name of owner) MAKE MODEL VIN
 was domiciled in Louisiana on _____.

G. DISCLOSURE OF SALVAGE / RECONSTRUCTED / WATER DAMAGED / HAIL-DAMAGED

I, _____ swear under penalties of perjury that:
 (Printed name of owner)
 the title covering the vehicle, _____, in accordance with
 MAKE MODEL VIN
 Louisiana R.S. 32:706.1, has been branded: Salvaged Vehicle Reconstructed Vehicle
 In accordance with Louisiana R.S. 32:789, the undersigned confirm that the above referenced vehicle has sustained water damage to the following extent: _____

In accordance with Louisiana R.S. 32:781, the undersigned confirm that the above referenced vehicle has sustained water damage to the following components:

Power Train Computer Electrical System

In accordance with Louisiana R.S. 32:702(13), the undersigned confirm that the above referenced vehicle has sustained only cosmetic damage caused by hail, equivalent to seventy-five percent or more of its market value as a result of costs or repairs to items such as windshield, windows, and rear glass; exterior paint and paint materials; and body damage such as dents.

Hail-Damaged

Signed by _____ under penalties of perjury this day of
 (Signature of vehicle owner)

_____, 20 _____

False statements are punishable by fine, imprisonment or both under R.S. 32:730.



Sample

AFFIDAVIT OF PHYSICAL INSPECTION FOR VEHICLE IDENTITY VERIFICATION

To be completed by authorized Louisiana State Police, or other post certified law enforcement officers, in accordance with L.R.S. 32.706.2

INSPECTION INFORMATION				ID: 43392
DATE / TIME	INSPECTOR	DEPARTMENT		
BADGE #	RANK	CERT #		
REQUESTOR	EMAIL			
DRIVER'S LICENSE	STATE			
ADDRESS	CITY	STATE	ZIP	

VEHICLE INFORMATION					REJECTED STATUS: NO
MAKE	MODEL	YEAR	FUEL	TYPE	AXLES
STYLE	COLOR	ODOMETER			
ODOMETER COMMENTS	GOLF CART / NO ODOMETER				
CONDITION(S)					

VIN INFORMATION		
VIN	N.C.I.C.	TYPE
LOCATIONS		
ATTACHED BY		

SAMPLE

MISCELLANEOUS INFORMATION

SUPPORTING DOCUMENTS

SUPPORTING DOCUMENTS PRESENTED

FEDERAL CERTIFICATION LABEL

NOTES / COMMENTS / REMARKS