

Instructions for a New Address
Public Safety Complex
St. Martin Parish Sheriff's Office
4870 Main Hwy
St. Martinville, LA 70582
Phone #: 337-394-2800
Fax #: 337-332-0547
Hours: 8am- 4:30pm
Lunch: 11am-12pm

Information Needed to Receive a New Address

- 1- Copy of the legal description of property (Bill of sale, inheritance, act of donation, etc.)
- 2- Copy of survey plat
- 3- Measure from center of your driveway to the center of the nearest driveway with an address to the left of you, do the same for the nearest driveway to the right of you. Bring measurements and the addresses of both residences you measured to to our office.
- 4- Measure how many feet from the roadway to where the building will be on your property