

**LOUISIANA BOARD OF ETHICS**

Post Office Box 4368

Baton Rouge, Louisiana 70821

Fax 225-381-7271

<https://eap.ethics.la.gov/FileUpload>

**COMPLIMENTARY ADMISSION, LODGING AND/OR TRANSPORTATION  
DISCLOSURE STATEMENT**

Pursuant to La. R.S. 42:1115.2, any public servant who accepts complimentary admission, lodging, or transportation, or reimbursement for such expenses shall file a certification with the Board of Ethics **WITHIN 60 DAYS AFTER SUCH ACCEPTANCE.**

**PUBLIC SERVANT'S FULL NAME:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

**POSITION TITLE:** \_\_\_\_\_

**EMPLOYING AGENCY:** \_\_\_\_\_

**DATE OF EVENT:** \_\_\_\_\_

LOCATION: \_\_\_\_\_

DESCRIPTION OF PURPOSE OF PUBLIC SERVANT'S ACCEPTANCE OF COMPLIMENTARY ADMISSION, LODGING AND/OR REASONABLE TRANSPORTATION: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**PERSON/ORGANIZATION PROVIDING**

**ADMISSION, LODGING, AND/OR TRANSPORTATION:** \_\_\_\_\_

**AMOUNT EXPENDED/REIMBURSED ON PUBLIC SERVANT**

ADMISSION: \$ \_\_\_\_\_ LODGING: \$ \_\_\_\_\_ TRANSPORTATION: \$ \_\_\_\_\_

Agency Head Certification (to be completed prior to assistance):

By my signature below, I, \_\_\_\_\_, (print name)

- Certify that the Public Servant's acceptance of the complimentary admission, lodging and transportation, or reimbursement of such expense (check applicable box),  is of direct benefit to the agency or  will enhance the knowledge or skill of the Public Servant as it relates to the performance of his public service.
- Approve the Public Servant's acceptance of the complimentary admission, lodging and transportation, or reimbursement of such expense.

**AGENCY HEAD'S SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Public Servant Attestation:

By my signature below, the above provided information is true and correct to the best of my knowledge, information, and belief.

**PUBLIC SERVANT'S SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_