

**LOUISIANA BOARD OF ETHICS**

Post Office Box 4368

Baton Rouge, Louisiana 70821

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<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.**

**Agency Head Certification:**

By my signature below, I, \_\_\_\_\_, (agency head printed 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.
- Certify that I approved the Public Servant's acceptance of the complimentary admission, lodging and transportation, or reimbursement of such expense prior to such acceptance.

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

**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: \$ \_\_\_\_\_

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