

Dear Members of the News Media:

On behalf of the Louisiana Legislature, the House of Representatives' Office of Sergeant at Arms issues an annual Identification Badge. **Current issued badges will expire January 1, 2012.** Members of the news media planning coverage of the Louisiana State Legislature should obtain their legislative credentials from the House Sergeant At Arms Office. Media credentials issued by any other entity are not valid for coverage at the State Capitol building.

The identification badge is only issued for security measures. Please be advised that you are not required to have a Yearly identification badge, **Day Passes** are available. These security measures do not diminish, in any way, your ability to cover and communicate the legislative process.

Please be reminded that the Legislature reserves the right to search any person entering the State Capitol.

The cost of the Yearly Identification badge is **\$10.00** per badge and will expire **January 2013**. The replacement cost for a lost badge is **\$10.00**.

Upon receipt of your payment and a completed application form, your identification badge will be available on your next visit to the State Capitol in the **Office of Sergeant at Arms, Basement Floor, Room 183**.

Please complete the online form as instructed or return the printable form via fax to 225-342-0472 or via U.S. mail at:

**House Sgt. At Arms
P.O. Box 94062
Baton Rouge, LA 70804**

Note: **Anyone covering the Legislative Proceedings on a day to day basis may obtain a "Day Pass" when they arrive at the Capitol. These individuals should report to the Sergeant at Arms office Basement floor Room 183. In Globo requests will not be accepted.**

If you have any questions, please contact our office at 225-342-1228.

Respectfully Yours,



Clarence R. Russ, Jr
Chief Sergeant At Arms