Reports to the Legislature: Guidelines for Submitting Entities
As provided for by Louisiana R.S. 24:771 & R.S. 24:772

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Include CD-ROMS, DVDs, and other physical copies of electronic formats with the print copy submission.

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Suggested cover page elements to help the Poynter Library identify submitted report

Submitting entity’s name (Example: Louisiana Wildlife & Fisheries Commission)

Date of Submission

Subject line or a title explaining the report’s contents

Citation of act or statute mandating report
(Examples: Submitted in response to Act … of the 2005 regular session; or Submitted in compliance with R.S. …. )

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