

Louisiana State Government Miscellaneous Service Order Form (OTM/S-1)

Due Date _____

OTM Order Control No. _____

TC Approved _____

Page _____ of _____

SANS/FACS Code	Date
Dept. _____	Prepared By _____
Office _____	Contact _____
Section _____	Phone No. _____
Unit _____	2nd Contact _____
Location _____	Phone No. _____
Main Acct. No. _____	

Describe in detail the services being requested.

Fax the completed form to OTM at 225-342-7757. Or, mail to:
OTM Customer Service
P.O. Box 94280
Baton Rouge, LA 70804-9280