

**Office of State Buildings**  
**State of Louisiana**  
 Division of Administration

JEFF LANDRY  
 GOVERNOR



TAYLOR F. BARRAS  
 COMMISSIONER OF ADMINISTRATION

**Badging Coordinator Form**

OSB Badging Office's Telephone Number: 225.219.4799

Completed and signed forms may be faxed to 225.219.9309 or emailed to [Badging.Office@la.gov](mailto:Badging.Office@la.gov)

The below listed employees are the ONLY employees authorized to submit badge requests for the listed agency.

**Agency Information**

<b>Agency:</b>		<b>Department:</b>	
<b>Section:</b>			
<b>Section Head:</b>			

**Primary Badge Coordinator**

<b>First Name:</b>		<b>Last Name:</b>	
<b>Email Address:</b>		<b>Telephone:</b>	
<b>Domicile Building:</b>			
<b>Signature:</b>			

**Secondary Badge Coordinator**

<b>First Name:</b>		<b>Last Name:</b>	
<b>Email Address:</b>		<b>Telephone:</b>	
<b>Domicile Building:</b>			
<b>Signature:</b>			

**Back-up Badge Coordinator**

<b>First Name:</b>		<b>Last Name:</b>	
<b>Email Address:</b>		<b>Telephone:</b>	
<b>Domicile Building:</b>			
<b>Signature:</b>			

**Signature Requirement**

<b>Section Head Signature:</b>		<b>Date:</b>	
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