

OFFICE OF THE STATE REGISTER INSERTION ORDER (eff.08/02)
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(SUBMIT A SEPARATE INSERTION ORDER PER DOCUMENT)

EMERGENCY RULE **NOTICE OF INTENT** **RULE** **POTPOURRI**

REFER TO INSTRUCTIONS ON REVERSE SIDE

This is your authority to publish in the (month) _____, 20 ____ *Louisiana Register* the document indicated above.

 Office/Board/Commission promulgating this document

 Department under which office/board/commission is classified

 (name) (title)
 Name and title of person whose signature will appear in the publication (at the end of the document)

 (name) (phone) (fax)
 Name, phone number, and FAX number of person to contact regarding this document

 E-mail address of contact person

 Short descriptive listing for this document to be used in the *Louisiana Register's* TABLE OF CONTENTS/INDEX

 File name

Important: If submitting both an Emergency Rule (ER) and a Notice of Intent (NOI) to be published this month, **AND** if the rule text in the ER is identical to the rule text in the NOI, check here:

 Signature of Agency Head or Designee

 Print Name and Title of Agency Head or Designee

CERTIFICATION OF AVAILABLE FUNDS

DOCUMENT # _____

LAGOV AGENCY: I certify the availability of fiscal year _____ appropriated funds for the payment of the above referenced publication and authorize the processing of an Interagency Billing with the following coding on the 30th of the month of the publication. Attach supplemental sheet for additional lines of coding.

Business Area	General Ledger	Cost Center	Grant	Fund	WBS	Internal Order	Functional

NON-LAGOV AGENCY: I certify the availability of fiscal year _____ appropriated funds for the payment of the above referenced publication and agree to place corresponding invoice in line for payment upon receipt.

Billing Contact Information:

 Signature of Agency Head or Designee - Phone #

 Agency Name

 Agency Contact Person for Billing

 Agency E-Mail Address for Billing

<p>NOTE: Detailed billing information will be provided via a publishing invoice sent to the Billing Contact Information provided.</p>
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