

BOBBY JINDAL
GOVERNOR



ANGELE DAVIS
COMMISSIONER OF ADMINISTRATION

State of Louisiana
Division of Administration
Office of Statewide Reporting and Accounting Policy

March 26, 2008

MEMORANDUM OSRAP 08-14

To: Fiscal Officers
All State Entities

From: Afranie Adomako, CPA
Director

Subject: Entity Data Directory – Information Update

In order to ensure that we have your correct agency name, address, and the proper fiscal and accounting contacts on file in our office, we are requesting that you review the attached form, make any necessary corrections and return to our office. This will facilitate mail outs and other correspondence with your agency. Please make sure your fax number is on the form as well as your e-mail address and/or website, if available. The form should be returned to the address at the bottom of this page. If all the information is correct, please write that on the form and return it. **Please remember, you may have more than one sheet that relates to your agency.**

These forms should be returned no later than April 11, 2008. If you prefer, you may fax the forms to Mr. James Lodge at (225) 342-1053. Questions may be addressed to him at (225) 342-6352 or by e-mail at James.Lodge@la.gov.

Remember, all OSRAP memorandums and forms may be accessed through our home page at <http://www.doa.la.gov/OSRAP/index.htm>.

AA/jbl

[Attachment](#)