

Office of State Buildings
State of Louisiana
Division of Administration

REVISED 04/2021

JOHN BEL EDWARDS
GOVERNOR



JAY DARDENNE
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

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

Agency Information

Agency:		Department:	
Section:			
Section Head:			

Primary Badge Coordinator

First Name:		Last Name:	
Email Address:		Telephone:	
Domicile Building:			
Signature:			

Secondary Badge Coordinator

First Name:		Last Name:	
Email Address:		Telephone:	
Domicile Building:			
Signature:			

Back-up Badge Coordinator

First Name:		Last Name:	
Email Address:		Telephone:	
Domicile Building:			
Signature:			

Signature Requirement

Section Head Signature:		Date:	
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