June 13, 2023

To All Vendors,

In order for New Orleans & Company to be in full compliance with the State of Louisiana’s Ethic Laws, we must require all vendors to complete the attached Disclosure and Certification Statement.

We are required by the State of Louisiana to possess an **original** executed Disclosure and Certification form from all vendors because we are recipients of public funds. This document requires that you disclose officers, directors, executive directors, key personnel and also any political figure or family member that would receive anything of economic value for obvious reasons and to attest that you do not have any outstanding issues with the State of Louisiana. Some of our vendors do not do business with the State of Louisiana but it is still mandatory that they disclose the above and attest to not having any issues which then allows them to do business with our State. We are considered to be a contractor to the State of Louisiana therefore, fall under some of their requirements and our vendors become subcontractors.

We value the business relationships we have with all our vendors, but no future payments can be released until we are in receipt of this document completed by your company.

Your cooperation is greatly appreciated!

Thank you,

Your New Orleans & Company Finance Department