



NOTE: The Louisiana Legislative Women's Caucus welcomes the opportunity to assist citizens of Louisiana with problems and concerns with a state agency. General processing time of all caseworker assistance requests is four to six weeks depending upon the complexity of the case and the office caseload. If an attorney has already been contacted regarding your case, the Louisiana Legislative Women's Caucus will not be able to assist you regarding the matter.

GENERAL CONSTITUENT ASSISTANCE AND PRIVACY RELEASE FORM		
GENERAL INFORMATION		
Name:		
Address:		
City:	State:	Zip:
Phone:	Cell:	Fax:
Email:		
Social Security No.:		Case No. (If Applicable):
CASE INFORMATION		
Please State a Brief Explanation of Your Case.		
Please state your desired outcome of your case.		
Has another legislative office been contacted regarding your case? Please circle one.		
YES NO		
If YES, please state which office and when contact was made.		
PRIVACY RELEASE FORM		
IN COMPLIANCE WITH THE PRIVACY ACT OF 1974, I HEREBY ALLOW THE RELEASE OF ALL INFORMATION NEEDED PERTAINING TO MY CASE FROM ALL BUREAUS, ORGANIZATIONS AND PRIVATE CONTACTS TO THE LOUISIANA LEGISLATIVE WOMEN'S CAUCUS. I AM WILLINGLY ASKING FOR ASSISTANCE AND FULLY ALLOW ANY SCRUTINY DEEMED NECESSARY TO ALLEVIATE MY CASE.		
Signature:		Date:

NOTE: Please complete this form, save and fax to the Louisiana Legislative Women's Caucus Office at 225.342.9854 and allow 4-6 weeks for processing.