



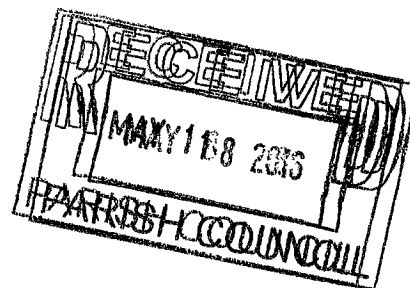
TOM SCHEDLER  
SECRETARY OF STATE

**Secretary of State**  
**State of Louisiana**

P.O. Box 94125  
BATON ROUGE, LA 70804-9125  
www.sos.louisiana.gov

May 15, 2016

Council Secretary Tiffany K. Clark  
St. Charles Parish Council  
P. O. Box 302  
Hahnville, LA 70057



Dear Council Secretary Clark,

According to the records of this office, the appointment of the official journal in your parish will expire soon. Below is the pertinent data:

**Official Journal:** St. Charles Herald-Guide  
**Parish:** St. Charles  
**Date of Expiration:** 6/30/2016

Please execute the enclosed Official Parish Journal Certificate with regard to the newly-appointed Official Journal of your parish and return it to this office before **June 15, 2016**.

A self-addressed envelope is enclosed for your convenience. You may also fax it to the Publications Division at **225.922.0197** or email it to [shawn.kitts@sos.la.gov](mailto:shawn.kitts@sos.la.gov).

Please feel free to call me at 225.922.0309, if you have any questions.

Sincerely,

*Shawn Kitts*

Shawn Kitts  
Publications Division

/sk  
Enclosures