

LOUISIANA HOUSE OF REPRESENTATIVES

Handwritten initials

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Administration of Criminal Justice
Agriculture, Forestry, Aquaculture,
and Rural Development
Transportation, Highways, and
Public Works

FRANK A. HOWARD
State Representative ~ District 24

October 22, 2015

Louisiana Board of Ethics
PO Box 4366
Baton Rouge, LA 70821

Re: Notice of Delinquency Letter
10-P Report

To Whom it May Concern:

I am enclosing a copy of the Notice of Delinquency letter received on October 21, 2015, regarding Representative Frank Howard's 10-P report.

I am the preparer of Campaign Finance reports for Representative Howard and I had completed and filed the 10-P report on October 7, 2015.

For some reason, I did not receive a verification email after submitting this report and that greatly concerned me. When it did not generate an email to show receipt, I called Ms. Chris Sommers, in Campaign Finances, who has been assisting me with the online version of Leaders regarding this issue. She checked our reports and told me that it was there and was showing that it was dated October 7, 2015. She said as long as it showed and they could see it on my list of reports, then it was there and not to be concerned about it.

Upon receipt of the letter yesterday, I called to speak with Ms. Sommers regarding this matter, but she was not available. I left her a message but did not hear from her, so I called back and was transferred to another person (I failed to get her name) and she said that apparently the system does not show that it was received and that is why the Notice of Delinquency letter was generated. I explained to her about my conversation with Ms. Sommers and she told me I needed to go ahead and resubmit the report and make sure I got a receipt showing they received it. I did resubmit the report and I did receive an email confirming receipt by ethics.

I also amended the report today, to reflect the proper end date of (10/04/2015), as I had inadvertently used the wrong end date of (10/14/2015), which is the actual due date of this report.

2015 OCT 26 AM 11:11
RECEIVED
OFFICE OF THE CLERK
LOUISIANA HOUSE OF REPRESENTATIVES

October 22, 2015

Ethics Board

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I asked her about the fines and late fees that were assessed to Rep. Howard and she said they were automatically assessed and told me I would need to write a letter to the Ethics Board and explain what the circumstances were concerning my first filing of this report and request a waiver of all fees and fines.

Therefore, I am requesting that this matter be reviewed and also that all fines and late fees be waived for Representative Howard, due to the above stated reasons.

Thank you so much for your kind consideration of this important matter.

Sincerely,

A handwritten signature in black ink that reads "Kathy L. Brunkhardt". The signature is written in a cursive style with a large initial 'K'.

Kathy L. Brunkhardt
Legislative Assistant to
Representative Frank Howard

enc.



STATE OF LOUISIANA
DEPARTMENT OF STATE CIVIL SERVICE
LOUISIANA BOARD OF ETHICS

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October 19, 2015

Frank "Frankie" Howard
1601 Texas Hwy.
Many, LA 71446

CERTIFIED MAIL

NO. 70151520000294526092

RETURN RECEIPT REQUESTED

NOTICE OF DELINQUENCY

Dear Mr. Howard:

Your **10-P (10 days prior to primary)** campaign finance disclosure report for the **October 24, 2015** election, which was due October 14, 2015, has not yet been received. You are subject to automatic late filing fees for every day that report is late.

A LATE FILING FEE OF \$60 PER DAY IS NOW BEING ASSESSED FOR EVERY DAY YOUR REPORT IS LATE.

All candidates for Major or District level offices are required to electronically file their financial disclosure reports. Electronic filing for all other candidates is voluntary.

If your report is not filed by October 30, 2015, additional penalties of up to \$10,000 may be imposed by the Board of Ethics after an administrative hearing is conducted.

Once your report is received, you will be sent a notice for the total late fees assessed.