

Louisiana Sales and Use Tax Commission for Remote Sellers

For consideration at the May 13, 2021 Commission Meeting

Contract Signatory Authority Policy Statement

The Executive Director of the Louisiana Sales and Use Tax Commission for Remote Sellers has delegated signatory authority to enter into contracts on behalf of the Commission for contracted work that has been approved by the Commission.

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Travel Policy

The Louisiana Sales and Use Tax Commission for Remote Sellers will follow the state travel guidelines (also known as PPM 49) issued by the Division of Administration's Office of State Travel. The Executive Director will approve all staff travel. The Commission Chair will approve the Executive Director's travel. Travel for Commission members beyond their reimbursable expenses for attending Commission meetings will be approved by the Commission. The Executive Director will create the appropriate procedures and forms for approving and reimbursing travel expenses.