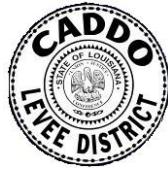


Caddo Levee District (CLD)



Solicitation Form

INVITATION FOR BID

(Bid#) 19-003

**Contract for Sale of all Improvements (Camp House) on Surface Lease Known as CLD's LOT 8 on the Northside of Wallace Lake. Located in SEC 5, T15N, R14W**

INDEX OF BID FORMS	Page Numbers
Invitation for Bid ( <b>Do not return with bid</b> )	2
Bid Prices/Signature Page ( <b>CLD BID FORM #1</b> )	3

**NOTE: THE REQUIRED CLD BID FORM #1 LISTED ABOVE MUST BE RETURNED WITH BID. IF ANY OF THE ABOVE CLD BID FORMS ARE OMITTED, THEN YOUR BID MAY NOT BE CONSIDERED OR ACCEPTED.**

INDEX OF REFERENCE ITEMS INCLUDED HEREIN

All information listed below **should not** be returned with your bid. It shall remain part of the bid by reference only.

<b>Felony Conviction Statement</b>	4
Format for the Return Envelope	5
Special Provisions	6

INDEX OF REFERENCE ITEMS NOT INCLUDED HEREIN THAT ARE INCORPORATED BY REFERENCE WITH THE SAME FORCE AND EFFECT AS IF SET FORTH IN FULL TEXT. SHOULD ANY OF THESE BE IN CONFLICT WITH THOSE LISTED HEREIN, THE MORE STRINGENT WILL APPLY.

*The Felony Conviction Statement must be submitted by the **HIGHEST** responsive bidder after the Bid opening.*

**AN INVITATION FOR YOU TO RESPOND WITH A FORMAL SEALED BID**

DATES ADVERTISED:

**Ongoing**

Date Posted:

**June 21, 2019**

**DO NOT RETURN THIS PAGE. FAXED OR E-MAILED BIDS NOT ACCEPTED.**

**INVITATION FOR BID  
Caddo Levee District**

Phone (318) 221-2654

**BIDS MUST BE DELIVERED TO:**

Caddo Levee District  
1320 Grimmatt Drive  
Or mailed to  
P. O. Box 78282  
Shreveport, LA 71137-8282

**BID MUST BE RECEIVED NOT LATER THAN 9:00 A.M. ON:**

**February 13, 2020**

**THEN PUBLICLY OPENED  
At 10:00 A.M.**

**THIS IS NOT AN ORDER**

**Bid Number 19-003**

**BID TITLE: Improvements (Camp House) on Surface Lease known as CLD's LOT # 8 - 2019-03 Bid**

PREBID CONFERENCE: N/A

**E-MAIL QUESTIONS  
TO:**

[admin@caddolevee.org](mailto:admin@caddolevee.org)

**5 working days before the opening or fax to:**

**318-221-2634**

**BID BOND IS NOT REQUIRED.**

**Minimum Bid:**

**\$ \$2,000**

**One Time**

**Bids received after the time specified for opening cannot be considered for an award.**

**Special BIDS**

For paper bids, if you do not provide **all of the required CLD Bid Forms** or the information required on the bid forms, then your bid **may** be declared as non-responsive. The bid forms are clearly identified as CLD Bid Form #1, 2 & etc. near the top right of the page. If you have any questions, please (318) 221-2654.

CLD reserves the right to reject any or all bids and to waive minor informalities.

**BID PRICES/SIGNATURE PAGE**  
 (RETURN ONE ORIGINAL AND ONE COPY WITH YOUR BID)  
**CLD BID FORM #1**

I agree to furnish all items for the prices as listed below in accordance with all the specifications, terms and conditions listed herein, or with exceptions as listed on the deviation page.

**Bid #** 19-003\_\_\_\_\_ **Bid Title: Improvements (Camp House) on Surface Lease Known as Lot 8 on the North Side of Wallace Lake**

ITEMS BELOW MUST BE COMPLETED BY BIDDER					
ITEM #	EST. AMT. (A)	U/M	Items for Bid	UNIT PRICE (B)	TOTAL PRICE (C)
1	1	L.S.	Improvements (Camp House on Surface Lease LOT # 8) located in SEC 5, T15N,R14W on the N. Side of Wallace Lake <b>(Minimum Acceptable Bid Price is: \$2,000.00)</b>		

BID ACCEPTANCE AND DELIVERY (Prices bid must be firm for a minimum of 45 days.)	
I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same items/services, and is in all respects fair and without collusion or fraud. Acting on behalf of the bidder, this is to attest that the undersigned is a duly authorized representative.	
<b>BIDDERS NAME/ADDRESS:</b>	<b>NUMBER OF ADDENDA RECEIVED (If NONE-write 0 or N/A or none, etc.):</b>  N/A OR:
<b>AUTHORIZED SIGNATURE(MANUAL):</b>	<b>AUTHORIZED SIGNATURE(TYPED OR PRINTED):</b>
<b>TITLE:</b>	<b>DATE:</b>
<b>PHONE NUMBER(S)</b>	<b>E-MAIL ADDRESS:</b>
<b>Provide Deviations from terms, conditions, provisions and specifications below &amp; on extra page, if applicable:</b>	

Appendix 3

Caddo Levee District

FELONY CONVICTION STATEMENT

This document must be furnished by the lowest responsive bidder in a separate envelope, or by fax, or e-mail not later than then 10 days after the bid opening. Failure to submit at the specified time may result in the bid being declared as non-responsive. Do not submit in your bid document.

Bid Number: \_\_\_\_\_

By signing this document in accordance with La. R.S. 38:2227, the appearer, as a bidder on the above project, does hereby attest that:

- 1.0 No sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named below has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes:
1.1 Public bribery (R.S. 14:118) 1.2 Extortion (R.S. 14:66)
1.3 Corrupt influencing (R.S. 14:120) 1.4 Money laundering (R.S. 14:23)
2.0 Within the past five years from the project bid date, no sole proprietor or individual partner, incorporator, director, manager, officer, organizer, or member who has a minimum of a ten percent (10%) ownership in the bidding entity named below has been convicted of, or has entered a plea of guilty or nolo contendere to any of the following state crimes or equivalent federal crimes, during the solicitation or execution of a contract or bid awarded pursuant to the provisions of Chapter 10 of Title 38 of the Louisiana Revised Statutes:
2.1 Theft (R.S. 14:67) 2.2 Identity Theft (R.S. 14:67.16)
2.3 Theft of a business record (R.S.14:67.20) 2.4 False accounting (R.S. 14:70)
2.5 Issuing worthless checks (R.S. 14:71) 2.6 Bank fraud (R.S. 14:71.1)
2.7 Forgery (R.S. 14:72) 2.8 Contractors; misapplication of payments (R.S. 14:202)
2.9 Malfeasance in office (R.S. 14:134)

If evidence is submitted substantiating that a false attestation has been made and the project must be readvertised or the contract cancelled, the awarded entity making the false attestation shall be responsible to the public entity for the cost of rebidding, additional costs due to increased cost of bids and any and all delay costs due to the rebid or cancellation of the contract.

And, executes this document as:

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ FAX Number: \_\_\_\_\_

By: \_\_\_\_\_
Signature of Authorized Owner or Representative Title Date

Print Name: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Fax to: 318-221-2634 OR E-Mail to: admin@caddolevee.org

FROM:

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PLEASE RUSH TO:

**Caddo Levee District**  
**P. O. Box 78282**  
**1320 Grimmitt Drive**  
**SHREVEPORT, LOUISIANA 71137-8282**

SEALED BID FOR:

Bid Number: 2019-003

Project Name: Surface Lease LOT # 8

Opening Date: February 13, 2020 @ 10:00 A.M.

**Attention: Use this format on the outside of your container when responding with a paper bid.  
We do not accept faxed responses for formal solicitations!**

## Special Provisions

- 1 **Location Map:** Exhibit A (attached) shows the approximate location of CLD Lot 8 on which the Improvements are located. The coordinates shown are approximate and the map is not considered a plot survey.
- 2 Lot 8 is located in SEC5, T15N, and R14W on the North side of Wallace Lake. Attached are pictures of the lot and the improvement for Bid located on the lot.
- 3 The Successful bidder will have the right to lease Lot 8, subject to the terms and qualifications set forth in the attached lease agreement.
- 4 The Successful Bidder must qualify for the lease of Lot 8 by completing the attached application Form and Background Check Form (attached).
- 5 **Reservations:** CLD reserves the right to reject any and all bids for just cause.
- 6 **Minimum Acceptable Bid:** The minimum acceptable Bid for the Improvements on Lot 8 is: Two Thousand Dollars (\$2,000.00).

1.0 BID ENVELOPE

1.1 Outside of the bid envelope to list the Bidders name, address, bid number, project name, opening date/time and the address.

2.0 RECEIPT OF BIDS

2.1 CLD does not receive bids on holidays and weekends.

**END**

Lot #8 Wallace Lake  
Exhibit A




Legend

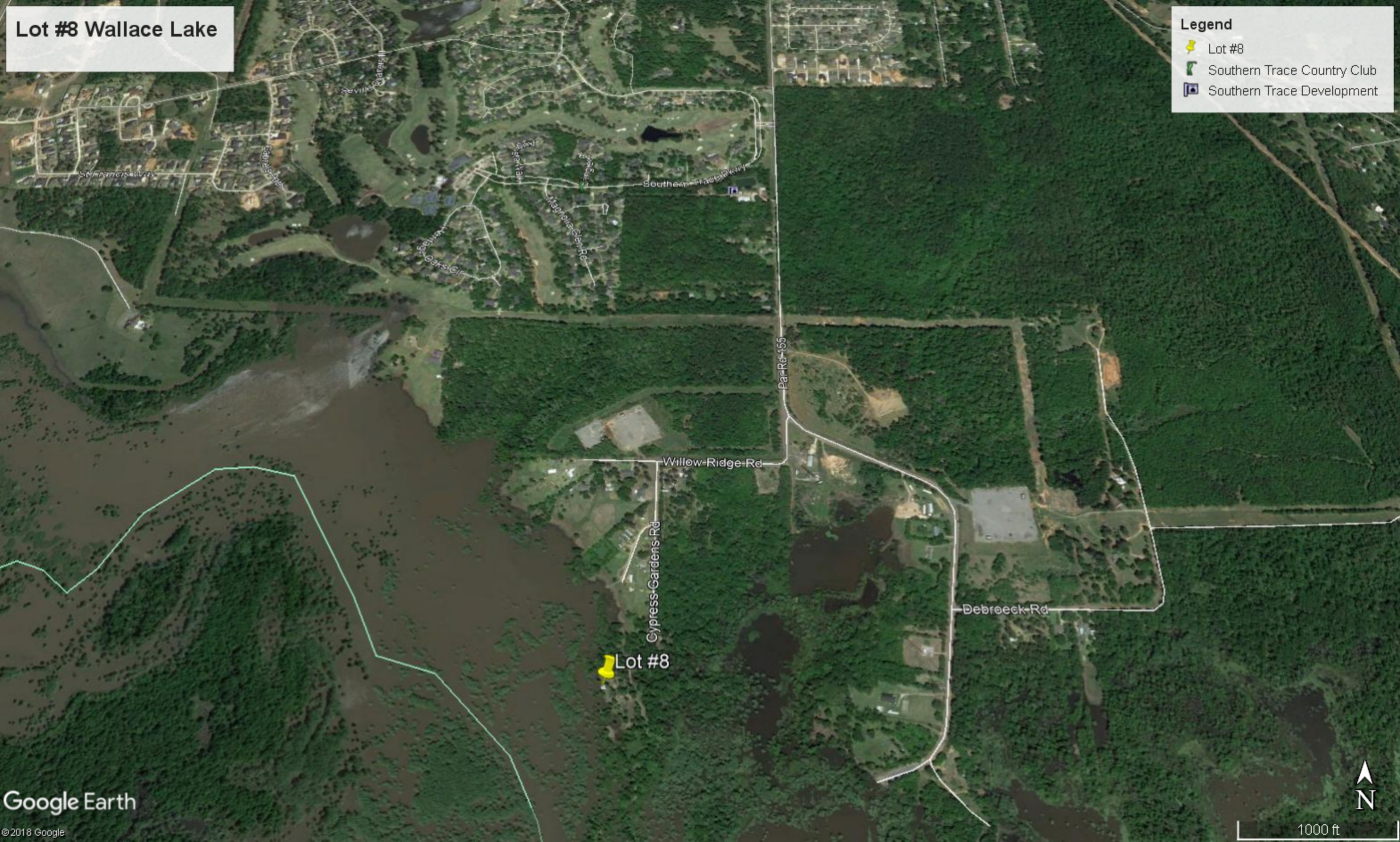
- Lot Boundary



# Lot #8 Wallace Lake

**Legend**

-  Lot #8
-  Southern Trace Country Club
-  Southern Trace Development



Lot #8











♿  
PARKING

**CADDO LEVEE DISTRICT  
P. O. BOX 78282  
SHREVEPORT, LA 71137-8282**

**SURFACE LEASE APPLICATION**

**\*\*Please include \$100.00 application fee (check or money order only) in addition to a copy of the applicant's driver's license when submitting application\*\***

Name: \_\_\_\_\_

\*Address \_\_\_\_\_

\_\_\_\_\_

Rent or Own \_\_\_\_\_

\*If at this address less than five years, please state previous address:

\_\_\_\_\_

\_\_\_\_\_

Home Telephone No. \_\_\_\_\_ Cell: \_\_\_\_\_

Email Address: \_\_\_\_\_

Social Security No. \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License No. \_\_\_\_\_ State Issued: \_\_\_\_\_

**Please provide information for a third party we may contact regarding billing and/or lease questions:**

Name: \_\_\_\_\_ Relation: \_\_\_\_\_

Home Telephone No. \_\_\_\_\_ Cell: \_\_\_\_\_

**Have you ever been convicted of a felony or of a crime of moral turpitude or entered a plea of guilty or nolo contendere to a felony charge or to a crime of moral turpitude under the laws of the United States or any state, territory of the United States?**

\_\_\_\_\_ Yes \_\_\_\_\_ No

**If yes, please explain:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Personal References**

NAME

ADDRESS

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**Employment:**

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Telephone: \_\_\_\_\_

Will this property be used as recreation only or as a full-time residence?

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If the property will be used as a full-time residence, please list all persons age 18 and over who will be residing on this property:

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**DISCLOSURE AUTHORIZATION:**

By my signature below, I hereby authorize Caddo Levee District to procure any investigative report regarding criminal history, credit history, personal interviews with neighbors, friends or associates of my character, general reputation, and other public records that may confirm or deny my eligibility to lease property from Caddo Levee District.

I understand that any false statement given on this application will subject me to denial of a lease or cancellation of a lease that is in effect.

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**CADDO LEVEE DISTRICT SURFACE LEASE APPLICATION – Page 3**

DATE \_\_\_\_\_

TO: CADDO LEVEE DISTRICT  
P. O. BOX 78282  
SHREVEPORT, LA 71137-8282

To Whom It May Concern:

This is to advise that I am purchasing the improvements on leased site Lot #\_\_\_\_\_,  
presently held by \_\_\_\_\_ on property, to-wit:  
Approximately one acre on \_\_\_\_\_ in Section \_\_\_\_\_,  
Township \_\_\_\_\_, Range \_\_\_\_\_.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**CADDO LEVEE DISTRICT SURFACE LEASE APPLICATION – Page 4**

DATE \_\_\_\_\_

TO: CADDO LEVEE DISTRICT  
P. O. BOX 78282  
SHREVEPORT, LA 71137-8282

To Whom It May Concern:

This is to advise that I am selling the improvements on my leased site Lot # \_\_\_\_\_ to  
\_\_\_\_\_ on property, to-wit:

Approximately one acre on \_\_\_\_\_ in Section \_\_\_\_\_,  
Township \_\_\_\_\_, Range \_\_\_\_\_.

Signed: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**CADDO LEVEE DISTRICT SURFACE LEASE APPLICATION – Page 5**

DATE \_\_\_\_\_

TO: CADDO LEVEE DISTRICT  
P. O. BOX 78282  
SHREVEPORT, LA 71137-8282

As the two adjoining campsite lessees, we, \_\_\_\_\_ and  
(Printed Name of Adjoining Campsite Lessee #1)

\_\_\_\_\_, have been made aware of the change in ownership of  
(Printed Name of Adjoining Campsite Lessee #2)

the improvements of Lot # \_\_\_\_\_ from \_\_\_\_\_ to  
(Printed Name of Seller)

\_\_\_\_\_, and as adjoining campsite lessees, we (or I)  
(Printed Name of Buyer)

acknowledge agreement with \_\_\_\_\_, new lessee, as to the  
(Printed Name of Buyer)

exact limits or boundaries of each respective site.

Furthermore, we (or I) do hereby agree to hold harmless the Caddo Levee District from any misunderstanding or dispute which may hereafter arise concerning the exact limits of each respective site.

WITNESSES: (Two witnesses are necessary for each signature)

\_\_\_\_\_  
\_\_\_\_\_  
Adjoining Campsite Lessee #1

WITNESSES: (Two witnesses are necessary for each signature)

\_\_\_\_\_  
\_\_\_\_\_  
Adjoining Campsite Lessee #2



# 21416 - Caddo Levee District

## REQUEST FOR BACKGROUND INVESTIGATION FOR SOUTHERN RESEARCH COMPANY, INC.

In connection with my application for employment, I understand that a consumer report and/or an investigative consumer report will be requested and obtained for employment purposes. **I acknowledge that I have signed a Disclosure and Authorization form and have received a copy of the summary of rights under the Fair Credit Reporting Act.**

By providing the information requested below and signing this Request for Background Investigation, I authorize such an investigation **on behalf of the Company named above**. I also acknowledge that a facsimile or photographic copy of this signed Request for Background Investigation will be as valid as the original.

1. APPLICANT OR SUBJECT OF INVESTIGATION – PLEASE PRINT OR TYPE				
Last Name	First Name	Middle Name	Social Security Number - -	
List AKA, Maiden, and/or previous married name(s) to be searched <i>(there is an additional charge for each name)</i>				
aka/maiden name	aka/maiden name	aka/maiden name	aka/maiden name	
Address				
City		State	Zip Code	
Date of Birth / /	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Race	Drivers License Number	State

👉 Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## 2. SCOPE OF INVESTIGATION – PLEASE CHECK RECORDS TO BE SEARCHED

\_\_\_\_\_ Social Security Number Trace

\_\_\_\_\_ E-Verify

### Criminal Court Records–Computer Name Index Search

\_\_\_\_\_ Caddo/Bossier Metro (Caddo & Bossier Parish, Western District of LA, Shreveport & Bossier City Courts)

\_\_\_\_\_ NWLA Search (Caddo/Bossier Metro plus Desoto Parish & Webster Parish)

\_\_\_\_\_ County/Parish Search (List County/Parish): \_\_\_\_\_

\_\_\_\_\_ Statewide Search: (List State Name): \_\_\_\_\_

\_\_\_\_\_ International Search: (List Country Name): \_\_\_\_\_

### Civil Court Records–Computer Name Index Search

\_\_\_\_\_ Caddo Parish, Bossier Parish, and Western District of LA

\_\_\_\_\_ County/Parish Search (List County/Parish): \_\_\_\_\_

**U. S. District Court Records** - Location: \_\_\_\_\_

Search Type: \_\_\_\_\_ Bankruptcy; \_\_\_\_\_ Criminal; \_\_\_\_\_ Civil

\_\_\_\_\_ Official Driving Record: Louisiana (three-year covering period) \_\_\_\_\_ LA DL Status Inquiry

\_\_\_\_\_ Official Driving Record: Out-of-State Record (List State) \_\_\_\_\_

\_\_\_\_\_ National Sex Offender Registry \_\_\_\_\_ OIG Exclusion \_\_\_\_\_ Medicare/Medicaid Exclusion

\_\_\_\_\_ RapidCrim (Database Search) \_\_\_\_\_ CNA/DSW Registries \_\_\_\_\_ LA State Adverse Action List

\_\_\_\_\_ GAPSA (Database Search)

\_\_\_\_\_ CAPS (Database Search) \_\_\_\_\_ Employment Verification

\_\_\_\_\_ Evictions (Database Search) \_\_\_\_\_ Education/Professional Credential Verification

Type: \_\_\_\_\_

**Client Information:** Phone Number: **221-2654**

Fax Number: **221-2634**

## DISCLOSURE/AUTHORIZATION (Employment Purposes)

### 21416 - Caddo Levee District

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In connection with my application for employment, I understand that a consumer report and/or an investigative consumer report may be requested and obtained for employment purposes on behalf of **the Company named above**. I also understand that, if I am hired, a consumer report and/or an investigative consumer report may be requested and obtained during the course of my employment.

The report may include information regarding my character, general reputation, personal characteristics, mode of living, and credit standing which may confirm or deny my eligibility for employment with **the Company named above**. The information contained in the report will be obtained from private and public record sources, including, as may be appropriate, personal interviews with sources such as neighbors, friends and associates.

**By providing the information requested below and signing this Disclosure Authorization, I authorize the Company named above to request and obtain a consumer report and/or investigate consumer report regarding me.** I also acknowledge that a facsimile or photographic copy of this signed Disclosure Authorization will be as valid as the original.

Applicant's Full Name (Please Print): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Date of Birth (MM/DD/YY): \_\_\_\_\_ SSN: \_\_\_\_\_

Driver's License: State: \_\_\_\_\_ Number: \_\_\_\_\_

☞ Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



*Para información en español, visite [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) o escribe a la Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.*

## **A Summary of Your Rights Under the Fair Credit Reporting Act**

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness, and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records, and rental history records). Here is a summary of your major rights under the FCRA. **For more information, including information about additional rights, go to [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) or write to: Consumer Financial Protection Bureau, 1700 G Street N.W., Washington, DC 20552.**

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment – or to take another adverse action against you – must tell you, and must give you the name, address, and phone number of the agency that provided the information.
  
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
  - a person has taken adverse action against you because of information in your credit report;
  - you are the victim of identify theft and place a fraud alert in your file;
  - your file contains inaccurate information as a result of fraud;
  - you are on public assistance;
  - you are unemployed but expect to apply for employment within 60 days.

In addition, all consumers are entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
  
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the consumer reporting agency, the agency must investigate unless your dispute is frivolous. See [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore) for an explanation of dispute procedures.
  
- **Consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed

or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.

- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.

- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need – usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.

- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).

- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-567-8688.

- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.

- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit [www.consumerfinance.gov/learnmore](http://www.consumerfinance.gov/learnmore).

**States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. For information about your federal rights, contact:**

**TYPE OF BUSINESS:**

1.a. Banks, savings associations, and credit unions with total assets of over \$10 billion and their affiliates.

b. Such affiliates that are not banks, savings associations, or credit unions also should list, in addition to the CFPB:

2. To the extent not included in item 1 above:

a. National banks, federal savings associations, and federal branches and federal agencies of foreign banks

b. State member banks, branches and agencies of foreign banks (other than federal branches, federal agencies, and Insured State Branches of Foreign Banks), commercial lending companies owned or controlled by foreign banks, and organizations operating under section 25 or 25A of the Federal Reserve Act

c. Nonmember Insured Banks, Insured State Branches of Foreign Banks, and insured state savings associations

d. Federal Credit Unions

3. Air carriers

4. Creditors Subject to Surface Transportation Board

5. Creditors Subject to Packers and Stockyards Act, 1921

6. Small Business Investment Companies

7. Brokers and Dealers

8. Federal Land Banks, Federal Land Bank Associations, Federal Intermediate Credit Banks, and Production Credit Associations

9. Retailers, Finance Companies, and All Other Creditors Not Listed Above

**CONTACT:**

a. Consumer Financial Protection Bureau  
1700 G Street NW  
Washington, DC 20552

b. Federal Trade Commission: Consumer Response Center – FCRA  
Washington, DC 20580  
(877) 382-4357

a. Office of the Comptroller of the Currency  
Customer Assistance Group  
1301 McKinney Street, Suite 3450  
Houston, TX 77010-9050

b. Federal Reserve Consumer Help Center  
P.O. Box 1200  
Minneapolis, MN 55480

c. FDIC Consumer Response Center  
1100 Walnut Street, Box #11  
Kansas City, MO 64106

d. National Credit Union Administration  
Office of Consumer Protection (OCP)  
Division of Consumer Compliance and Outreach (DCCO)  
1775 Duke Street  
Alexandria, VA 22314

Asst. General Counsel for Aviation Enforcement & Proceedings  
Aviation Consumer Protection Division  
Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Office of Proceedings, Surface Transportation Board  
Department of Transportation  
395 E Street S.W.  
Washington, DC 20423

Nearest Packers and Stockyards Administration area supervisor

Associate Deputy Administrator for Capital Access  
United States Small Business Administration  
409 Third Street, SW, 8th Floor  
Washington, DC 20416

Securities and Exchange Commission  
100 F St NE  
Washington, DC 20549

Farm Credit Administration  
1501 Farm Credit Drive  
McLean, VA 22102-5090

FTC Regional Office for region in which the creditor operates or  
Federal Trade Commission: Consumer Response Center – FCRA  
Washington, DC 20580  
(877) 382-4357