



**John Bel Edwards**  
Governor

STATE OF LOUISIANA  
OFFICE OF FINANCIAL INSTITUTIONS  
BATON ROUGE, LOUISIANA



**John Ducrest, CPA**  
Commissioner

**April 9, 2020**

**Commissioner of Financial Institutions  
Declared Emergency Advisory  
Public Health Emergency – COVID-19  
For  
Lenders/Brokers Licensed pursuant to the LA Consumer Credit Law and  
the LA Deferred Presentment & Small Loan Act**

Governor Edwards' Proclamation No. 25 JBE 2020 dated March 11, 2020, and Proclamation No. 27 JBE 2020 dated March 13, 2020 declared a Public Health Emergency through April 9, 2020 in response to the threat posed by COVID-19. The original proclamation was further supplemented with the following proclamations in order to protect the health and safety of the public: Proclamation No. 29 JBE 2020 dated March 14, 2020, Proclamation No. 30 JBE 2020 dated March 16, 2020, Proclamation No. 32 JBE 2020 dated March 19, 2020, Proclamation No. 33 JBE 2020 dated March 22, 2020, Proclamation No. 37 JBE 2020 dated March 26, 2020, Proclamation No. 38 JBE 2020 dated March 31, 2020, Proclamation No. 41 JBE 2020 dated April 2, 2020, and Proclamation No. 43 JBE 2020 dated April 7, 2020. On March 22, 2020, Governor Edwards issued a statewide Stay-At-Home order which became effective at 5 p.m. Monday, March 23<sup>rd</sup> (Proclamation No. 33 JBE 2020). This Order has been extended until April 30, 2020, with the issuance of Proclamation No. 41 JBE 2020. Pursuant to the powers vested in me by the provisions of LSA R.S. 6:121.6 to carry out the duties of this Office, and, as a result of the serious and continuing concerns relating to COVID-19, which may threaten the lives and property of the residents and businesses in the State of Louisiana, I hereby deem these conditions to create a state of emergency relative to non-depository entities in general, and their employees, and their customers, and therefore issue this emergency declaration relative to non-depository entities operating in the State of Louisiana.

**Location Information**

As a result of this state of emergency, I hereby grant licensees in the State of Louisiana the authority to temporarily close licensed locations located within the state or to temporarily close and/or relocate some or all of the operations, services, and products of a closed location to another location or locations within the state.

**General Guidelines**

Any licensee whose business is materially affected or interrupted by this public health emergency should contact the Office of Financial Institutions (OFI) as soon as possible with information regarding your temporary relocation.

In order to assist you and your company, please provide contact information that this office can relay to your customers who may inquire with this office during this time-frame of business interruption.

You may contact OFI via toll free telephone: 1-888-525-9414 or Fax: 225-925-4524 or email: ([ofiland@ofi.la.gov](mailto:ofiland@ofi.la.gov) or [ofilicensing@ofi.la.gov](mailto:ofilicensing@ofi.la.gov))

**In order to avoid inadvertent payments of otherwise required fees**, you should submit the temporary changes as instructed below and **not** utilize the Nationwide Multi-State Licensing System for submitting location changes and temporary relocations that are **only** a direct result of the declared emergency.

### **Temporary Location Changes**

The required 30-day written notice for changes in location and/or to relocate some or all of the operations, services, and products of a temporarily closed location to another location or locations within the state is hereby waived for locations in the State of Louisiana or in another state licensed by this office. The change of location fee will be considered for waivers on a case-by-case basis for locations of entities materially affected or interrupted in this emergency situation, provided, the following information is submitted to the Office of Financial Institutions in writing by email ([ofiland@ofi.la.gov](mailto:ofiland@ofi.la.gov) or [ofilicensing@ofi.la.gov](mailto:ofilicensing@ofi.la.gov)), U.S. mail, facsimile, or courier. **Do not submit this information to the Nationwide Multi-State Licensing System** until you are notified by our licensing section to do so.

1. Name/physical address of the closed location
2. Name/physical address/telephone number/other contact information of the new location
3. Name/contact information of person at the new location
4. Such other information as the Commissioner may request

### **Nationwide Multi-State Licensing System**

**If a licensee is not materially affected or interrupted by this emergency**, the licensee should continue to utilize the Nationwide Multi-State Licensing System for all filings.

### **Expiration/Waivers**

This declaration shall expire on April 30, 2020, unless renewed by further declaration of the Commissioner. Compliance with all directives herein is required unless otherwise waived by the Commissioner.

Declared and issued this 9th day of April, 2020.



John Ducrest, CPA  
Commissioner  
Office of Financial Institutions