COMMITTEE ON ETHICS

EMPLOYEE POST-TRAVEL DISCLOSURE FORM ☐ *Original* ☐ *Amendment*

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, **you must complete this form and *file it with the Clerk of the House by email at gifttravelreports@mail.house.gov*, within 15 days after travel is completed.** Please ***do not*** file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Anne Lawless

2. a. Name of Accompanying Relative: _____ ***OR*** ☒ None
   b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____

3. a. Dates: Departure: November 4, 2026 Return: November 6, 2026
   b. Dates at Personal Expense, if any: _____ ***OR*** ☒ None

4. Departure City: Washington, D.C. Destination: Thibodaux and New Orleans, LA Return City: New Orleans, LA

5. Sponsor(s), Who Paid for the Trip: Louisiana Sugar Cane Foundation

6. Describe Meetings and Events Attended: USDA Sugarcane Research visit, John Deere visit, meet with Sugarcane growers and processors, Farm site visit, Sugar mill visit, and Refinery visit

7. Attached to this form are ***each*** of the following, *signify that each item is attached by checking the corresponding box*:
   a. ☒ a completed *Sponsor Post-Travel Disclosure Form*;
   b. ☒ the *Primary Trip Sponsor Form* completed by the trip sponsor ***prior*** to the trip, ***including all*** attachments ***and*** the *Additional Sponsor Form(s)*;
   c. ☒ page 2 of the completed *Traveler Form* submitted by the employee; ***and***
   d. ☒ the letter from the Committee on Ethics approving my participation on this trip.

8. a. ☒ I represent that I participated in each of the activities reflected in the attached sponsor's agenda. *Signify statement is true by checking the box.*
   b. If not, explain: _____

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

Signature of Traveler: Anne Lawless **Date:** 11.10.26

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Brett Guthrie **Date:** 11.10.26

Signature of Supervising Member: Brett Guthrie

last updated 7/2023

COMMITTEE ON ETHICS

SPONSOR POST-TRAVEL DISCLOSURE FORM

■ *Original* ☐ *Amendment*

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. **A completed copy of the form must be provided to each House Member, officer, or employee who participated in the trip *within 10 days of their return.*** You must answer all questions, and check all boxes, on this form for your submission to comply with House Rules and the Committee's Travel Regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) who paid or provided in-kind support for the trip: Louisiana Sugar Cane Foundation, Inc.
2. Travel Destination(s): Houma, Thibodaux, Paincourtville, Belle Rose, Gramercy, New Orleans, LA
3. Date of Departure: Wednesday, November 4, 2026 Date of Return: Friday, November 6, 2026
4. Name(s) of Traveler(s): Emily Kang, Anne Lawlesss, Lonnie Smith
   Note: You may list more than one traveler on a form only if ***all*** information is ***identical*** for each person listed.
5. **Actual amount** of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total **Transportation** Expenses	Total **Lodging** Expenses	Total **Meal** Expenses	Total **Other** Expenses (dollar amount per item and description)
Traveler	Air - $341.48 Bus - $100.00 Total - $441.48	$275.00	$135.00	
Accompanying Family Member				

6. ■ All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. *Signify statement is true by checking box.*

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Renee Naquin **Date:** 11/10/2026

Name: Renee Naquin **Title:** President

Organization: Louisiana Sugar Cane Foundation, Inc.

■ ***I am an officer of the above-named organization. Signify statement is true by checking box.***

Address: P O Box 874, Thibodaux, LA 70302-0874

Telephone: 225-936-7327 **Email:** admin@lasugarfoundation.org

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.

last updated 7/2023

COMMITTEE ON ETHICS

TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

This form and any attachments may be submitted at 1015 Longworth House Office Building or travel.requests@mail.house.gov.

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Anne Lawless

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: Anne Lawless

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Rep. Brett Guthrie

Office Address: 2161 Rayburn House Office Building

Telephone Number: 202.441.2438

Email Address of Contact Person: anne.lawless@mail.house.gov

☐ Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, *and* these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via email: *travel.requests@mail.house.gov*.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Anne Lawless

2. Sponsor(s) who will be paying or providing in-kind support for the trip: Louisiana Sugar Cane Foundation, Inc.

3. City and State **OR** Foreign Country of Travel: New Orleans, Louisiana and Thibodaux, LA

4. a. Date of Departure: 11.4.26 Date of Return: 11.6.26

   b. Yes ☐ No ■ Will you be extending the trip at your personal expense?

   If yes, list dates at personal expense: _____

5. a. Yes ☐ No ■ Will you be accompanied by a family member at the sponsor's expense? **If yes:**

   (1) Name of Accompanying Family Member: _____

   (2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____

   (3) Yes ☐ No ☐ Accompanying Family Member is at least 18 years of age?

6. a. Yes ☐ No ■ Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?

   b. **If yes, and you are requesting lodging for two nights, explain why the second night is warranted:**

7. Yes ■ No ☐ *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.

   NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**

   I am the legislative assistant who handles agriculture policy and would benefit from learning about the sugar cane industry.

9. **Yes ☐ No ■ Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?**

10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member: Anne Lawless **Date:** 9.22.26

COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.

1. Sponsor who will be paying for the trip:
   Louisiana Sugar Cane Foundation, Inc.
2. ☒ I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*
3. ***Check only one.*** I represent that:
   a. ☒ The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**
   b. ☐ The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**
   c. ☐ The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.
   If "c" is checked, list the names of the additional sponsors: _____
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):
   See attached list
5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: Wednesday, November 4, 2026 Date of Return: Friday, November 6, 2026
7. a. City of departure: Washington Reagan Airport in Washington, DC
   b. Destination(s): Houma, Thibodaux, Paincourtville, Belle Rose, Gramercy, New Orleans, LA
   c. City of return: Washington, DC
8. ***Check only one.*** I represent that
   a. ☐ The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**
   b. ☒ The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**
   c. ☐ The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. *Check only one of the following.*
   a. ■ I checked 8(a) or (b) above; **OR**
   b. ☐ I checked 8(c) above but am not offering any lodging; **OR**
   c. ☐ I checked 8(c) above and am offering lodging and meals for one night; **OR**
   d. ☐ I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. _____

10. ■ Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*

11. *Check only one of the following.*
   a. ■ I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box;* **OR**
   b. ☐ *Not Applicable.* Trip sponsor is a U.S. institution of higher education.

12. For ***each*** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip ***and*** its role in organizing and/or conducting the trip:
   The Louisiana Sugar Cane Foundation, Inc. is the sole sponsor of this congressional staffers trip. The mission of the Louisiana Sugar Cane Foundation is to provide educational and stewardship opportunities within the Louisiana sugar industry. Each stop on this trip represents an important part of the Louisiana sugar industry.

13. *Answer parts a and b. Answer part c if necessary:*
   a. Mode of travel: Air ■ Rail ☐ Bus ■ Car ☐ Other ☐ (specify:_____)
   b. Class of travel: Coach ■ Business ☐ First ☐ Charter ☐ Other ☐ (specify:_____)
   c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
   _____

14. ■ I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box.*

15. *Check only one.* I represent that either:
   a. ☐ The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
   b. ■ The trip involves events that are arranged specifically *with regard* to congressional participation. If "b" is checked:
      1) Detail the cost *per day* of meals (approximate cost may be provided): Thursday meals for $47.00; Friday meals for $68; Saturday breakfast for $20
      2) Provide the reason for selecting the location of the event or trip: To provide knowledge and experience of the inner workings of the Louisiana sugarcane industry.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
   Hotel Name: Hampton Inn City: Thibodaux, LA Cost Per Night: $113
   Reason(s) for Selecting: Located on the tour route and in the Bayou Lafourche sugarcane region.
   Hotel Name: Astor Crowne Plaza City: New Orleans, LA Cost Per Night: $162
   Reason(s) for Selecting: Located near where sugarcane was first grown by Jesuit priests on Baronne St.
   Hotel Name: _____ City: _____ Cost Per Night: _____
   Reason(s) for Selecting: _____

17. ☒ I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

18. **Total Expenses for each Participant:**

☐ Actual Amounts ☒ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	Air - $341.48 Bus - $100.00	$275.00	$135.00
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

19. ***Check only one:***
    a. ☒ I certify that I am an officer of the organization listed below; **OR**
    b. ☐ *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. **I certify by my signature that**
    a. **I read and understand the Committee's Travel Regulations;**
    b. **I am not a registered federal lobbyist or registered foreign agent; and**
    c. **The information on this form is true, complete, and correct to the best of my knowledge.**

Signature: Renee Naquin Date: 9/14/2026

Name: Renee Naquin Title: President

Organization: Louisiana Sugar Cane Foundation, Inc.

Address: P O Box 874, Thibodaux, LA 70302-0874

Email: admin@lasugarfoundation.org Telephone: 225-936-7327

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or travel.requests@mail.house.gov.

COMMITTEE ON ETHICS

TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

This form and any attachments may be submitted at 1015 Longworth House Office Building or travel.requests@mail.house.gov.

Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date. Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Anne Lawless

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

I certify that the information contained on both pages of this form is true, complete, and correct to the best of my knowledge.

Signature: Anne Lawless

Name of Signatory (if other than traveler): _____

For Staff (name of employing Member or Committee): Congressman Brett Guthrie

Office Address: 2161 Rayburn House Office Building

Telephone Number: 202.225.3501

Email Address of Contact Person: anne.lawless@mail.house.gov

☐ Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, *and* these forms are being submitted to the Committee less than 30 days before the trip departure date.

NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.

KEEP A COPY OF THIS FORM. Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via email: *travel.requests@mail.house.gov*.

COMMITTEE ON ETHICS

TRAVELER FORM

1. Name of Traveler: Anne Lawless

2. Sponsor(s) who will be paying or providing in-kind support for the trip: Louisiana Sugarcane Foundation

3. City and State **OR** Foreign Country of Travel: New Orleans and Thibodaux, LA

4. a. Date of Departure: 11.4.26 Date of Return: 11.6.26

   b. Yes ☐ No ■ Will you be extending the trip at your personal expense?

   If yes, list dates at personal expense: _____

5. a. Yes ☐ No ■ Will you be accompanied by a family member at the sponsor's expense? **If yes:**

   (1) Name of Accompanying Family Member: _____

   (2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): _____

   (3) Yes ☐ No ☐ Accompanying Family Member is at least 18 years of age?

6. a. Yes ☐ No ■ Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)?

   b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:

7. Yes ■ No ☐ *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.

   NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.

8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. **Staff should include their job title and how the activities on the itinerary relate to their duties.**

   I am the legislative assistant who handles agriculture policy and would benefit from learning about the sugarcane industry.

9. **Yes ☐ No ■ Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?**

10. For staff travelers, to be completed by your employing Member:

ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member: Bill Hagerty **Date:** 11.10.26

Michael Guest, Mississippi
Chairman
Mark DeSaulnier, California
Ranking Member

Andrew R. Garbarino, New York
Ashley Hinson, Iowa
Nathaniel Moran, Texas
Brad Knott, North Carolina

Deborah K. Ross, North Carolina
Glenn F. Ivey, Maryland
Sylvia R. Garcia, Texas
Suhas Subramanyam, Virginia

ONE HUNDRED NINETEENTH CONGRESS

U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust
Staff Director and Chief Counsel

Jordan Downs
Chief of Staff to the Chairman

David Arrojo
Counsel to the Ranking Member

1015 Longworth House Office Building
Washington, D.C. 20515–6328
Telephone: (202) 225–7103
https://Ethics.House.gov

October 14, 2026

Ms. Anne Lawless
Office of the Honorable Brett Guthrie
2161 Rayburn House Office Building
Washington, DC 20515

Dear Ms. Lawless:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to New Orleans and Thibodaux, Louisiana, scheduled for November 4 to 6, 2026, sponsored by Louisiana Sugar Cane Foundation, Inc.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than $525 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Michael Guest
Chairman

Mark DeSaulnier
Ranking Member

MG/MD:kjf

COMMITTEE ON ETHICS

PRIMARY TRIP SPONSOR FORM

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* **at least 30 days before the start date of the trip**. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips. Signatures must comply with section 104(bb) of the Travel Regulations.

1. Sponsor who will be paying for the trip:

   Louisiana Sugar Cane Foundation, Inc.

2. ☒ I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. *Signify that the statement is true by checking box.*

3. ***Check only one.*** I represent that:
   a. ☒ The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip; **OR**
   b. ☐ The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds; **OR**
   c. ☐ The primary trip sponsor has accepted funds, services, or in-kind assistance from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities.

   If "c" is checked, list the names of the additional sponsors: _____

4. Provide names and titles of **ALL** House Members *and* employees you are inviting. **For each House invitee, provide an explanation of why the individual was invited** (include additional pages if necessary):

   See attached list

5. Yes ☐ No ☒ Is travel being offered to an accompanying family member of the House invitee(s)?
6. Date of Departure: Wednesday, November 4, 2026 Date of Return: Friday, November 6, 2026
7. a. City of departure: Washington Reagan Airport in Washington, DC
   b. Destination(s): Houma, Thibodaux, Paincourtville, Belle Rose, Gramercy, New Orleans, LA
   c. City of return: Washington, DC
8. ***Check only one.*** I represent that
   a. ☐ The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965; **OR**
   b. ☒ The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent; **OR**
   c. ☐ The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations.

9. ***Check only one of the following.***
   a. ☒ I checked 8(a) or (b) above; **OR**
   b. ☐ I checked 8(c) above but am not offering any lodging; **OR**
   c. ☐ I checked 8(c) above and am offering lodging and meals for one night; **OR**
   d. ☐ I checked 8(c) above and am offering lodging and meals for two nights. If you checked this box, explain why the second night of lodging is warranted. _____

10. ☒ Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box.*

11. ***Check only one of the following.***
   a. ☒ I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify the statement is true by clicking the box;* **OR**
   b. ☐ *Not Applicable.* Trip sponsor is a U.S. institution of higher education.

12. For ***each*** sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip ***and*** its role in organizing and/or conducting the trip:
   The Louisiana Sugar Cane Foundation, Inc. is the sole sponsor of this congressional staffers trip. The mission of the Louisiana Sugar Cane Foundation is to provide educational and stewardship opportunities within the Louisiana sugar industry. Each stop on this trip represents an important part of the Louisiana sugar industry.

13. ***Answer parts a and b. Answer part c if necessary***:
   a. Mode of travel: Air ☒ Rail ☐ Bus ☒ Car ☐ Other ☐ (specify:_____)
   b. Class of travel: Coach ☒ Business ☐ First ☐ Charter ☐ Other ☐ (specify:_____)
   c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:

14. ☒ I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box.*

15. ***Check only one.*** I represent that either:
   a. ☐ The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees; **OR**
   b. ☒ The trip involves events that are arranged specifically *with regard* to congressional participation. If "b" is checked:
      1) Detail the cost *per day* of meals (approximate cost may be provided): Thursday meals for $47.00; Friday meals for $68; Saturday breakfast for $20
      2) Provide the reason for selecting the location of the event or trip: To provide knowledge and experience of the inner workings of the Louisiana sugarcane industry.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
   Hotel Name: Hampton Inn City: Thibodaux, LA Cost Per Night: $113
   Reason(s) for Selecting: Located on the tour route and in the Bayou Lafourche sugarcane region.
   Hotel Name: Astor Crowne Plaza City: New Orleans, LA Cost Per Night: $162
   Reason(s) for Selecting: Located near where sugarcane was first grown by Jesuit priests on Baronne St.
   Hotel Name: _____ City: _____ Cost Per Night: _____
   Reason(s) for Selecting: _____

17. ☒ I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking the box.*

18. **Total Expenses for each Participant:**

☐ Actual Amounts ☒ Good Faith Estimates	Total **Transportation** Expenses per Participant	Total **Lodging** Expenses per Participant	Total **Meal** Expenses per Participant
For each Member, Officer, or Employee	Air - $341.48 Bus - $100.00	$275.00	$135.00
For each Accompanying Family Member			

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee		
For each Accompanying Family Member		

19. ***Check only one:***
    a. ☒ I certify that I am an officer of the organization listed below; **OR**
    b. ☐ *Not Applicable.* Trip sponsor is an individual or a U.S. institution of higher education.

20. **I certify by my signature that**
    a. **I read and understand the Committee's Travel Regulations;**
    b. **I am not a registered federal lobbyist or registered foreign agent; and**
    c. **The information on this form is true, complete, and correct to the best of my knowledge.**

Signature: Renee Naquin Date: 9/14/2026

Name: Renee Naquin Title: President

Organization: Louisiana Sugar Cane Foundation, Inc.

Address: P O Box 874, Thibodaux, LA 70302-0874

Email: admin@lasugarfoundation.org Telephone: 225-936-7327

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or travel.requests@mail.house.gov.

LOUISIANA SUGAR CANE FOUNDATION

LOUISIANA SUGAR CANE FOUNDATION, INC.

P. O. Box 874
Thibodaux, LA 70302
e-mail: admin@lasugarfoundation.org

Renee Naquin, President
Herman Waguespack, Secretary
Mike Sternfels, Treasurer

September 14, 2026

Dear Perspective Participant -

The Louisiana Sugar Cane Foundation, Inc., a non-profit organization founded to increase public awareness of the Louisiana sugar industry through education and stewardship opportunities, is sponsoring a congressional staff trip to Louisiana on November 4-6, 2026. The purpose of the trip is to give staffers an opportunity to visit the Louisiana sugar industry to gain firsthand knowledge of sugarcane research, harvesting and processing operations, and to discuss the impact of the sugar industry on Louisiana.

The Foundation would like to extend an invitation to you to participate in this trip. As a participant, you will depart from Ronald Reagan National Airport on American airlines flight # 2942 on Wednesday, November 4, 2026 at 7:53 a.m., arriving in New Orleans International Airport at 9:53 a.m. From New Orleans, you will ride by chartered bus approximately one hour to the USDA-ARS Sugarcane Research Laboratory in Houma. When you first arrive, a briefing on the itinerary and site visit of the USDA-ARS Sugarcane Research Unit. At a luncheon presentation, the history of the Louisiana sugar industry and a description of the process of creating sugar from sugarcane will be provided. Participants will also hear from an Agricultural Economist who will discuss the impact of the sugar industry on the Louisiana economy. This visit will focus on research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection. The participants will also visit the sugarcane crossing greenhouse complex and field plots. You will depart Houma for Thibodaux for a site visit of the John Deere Thibodaux plant, which manufactures cane harvesting machinery. Hotel accommodation for Thursday evening will be at the Hampton Inn in Thibodaux. A dinner is scheduled for 6:00 p.m. at the Tractor Barn. You will return to the Hampton Inn at 8:45 p.m.

On Thursday, participants will visit a sugarcane farm in Paincourtville, followed by a site visit of the Lula Sugar factory in Belle Rose to experience the steps required to make raw sugar from sugarcane. You will then travel to the St. Jules Church Hall for lunch. Following lunch, you will have a site visit of the Louisiana Sugar Refinery. Here you will see the process of producing refined sugar from raw sugar. After departing the refinery, you will arrive at the Astor Crowne Plaza in New Orleans where you will be staying for the night. That evening, dinner will be provided at Oceana Grill. On Friday morning, breakfast will be provided at 7:00 a.m. in a designated area of the Astor Crowne Plaza. At 8:00 a.m., a shuttle will transport you back to the New Orleans airport for your American Airlines flight #2942 departing New Orleans at 10:30 a.m. arriving at Washington Reagan at 1:59 p.m. The Foundation will assume all travel, lodging and meal expenses associated with the trip. Vouchers will be distributed to cover the costs of local transportation to and from National Airport.

Participating House employees must submit the completed attached form to the House Committee at least thirty (30) days before the date of the proposed trip. If you have any questions regarding the rules of the House Committee on Standard Official Conduct, please contact the Committee at 202-225-7103.

We hope you will be able to join the Foundation on this fact-finding trip. We believe it will be a worthwhile experience and that you will gain a better understanding of the Louisiana sugarcane industry. **Space is limited, so please advise us as soon as possible if you will be able to participate or if you have any questions.** The best way to contact us is via e-mail at admin@lasugarfoundation.org. Someone will return your call as soon as possible.

Sincerely,

Renee Naquin

Dr. Renee Naquin
President

ITINERARY FOR
CONGRESSIONAL STAFF SITE VISIT
LOUISIANA SUGAR INDUSTRY
(November 4-6, 2026)

Wednesday, November 4, 2026

7:53 a.m. - 9:53 a.m.	Group travels to New Orleans, LA on American Airlines flight 2942 from Washington-Reagan National Airport.
9:53 a.m.	Group arrives at the New Orleans International Airport.
10:30 a.m. – 11:30 a.m.	Group Leaders will pick up the group at the New Orleans Airport and transport the group for the duration of the trip. Travel to Houma, LA.
11:30 a.m. – 12:30 p.m.	Lunch at the USDA-ARS, Sugarcane Research Unit in Houma. During this lunch, a briefing on the history of the Louisiana sugarcane industry and a description of the process of creating sugar from sugarcane will be provided. Dr. Michael Deliberto, Agricultural Economist with the LSU AgCenter, will also discuss the impact of the sugar industry on the Louisiana economy.
12:30 p.m. – 1:45 p.m.	Site visit of the USDA-ARS, Sugarcane Research Unit. The focus will be on research to improve sugarcane production practices to help farmers manage risks through improved plant breeding and varietal selection. Participants will visit the sugarcane crossing greenhouse complex and field plots.
1:45 p.m. – 2:15 p.m.	Travel to the John Deere Thibodaux Factory, Thibodaux, LA.
2:15 p.m. – 4:00 p.m.	Site visit of the John Deere Thibodaux Factory. The group will learn of the local, national, and international economic impact of the largest producer of sugarcane harvesting equipment. The group will participate in a site visit of the factory to observe equipment being built.
4:00 p.m. – 4:15 p.m.	Travel to the Hampton Inn in Thibodaux.
4:15 p.m.	Arrive at the Hampton Inn in Thibodaux – break and prepare for dinner.
5:45 p.m. – 6:00 p.m.	Travel to the Tractor Barn in Thibodaux, LA for dinner.
6:00 p.m. – 8:30 p.m.	Dinner at the Tractor Barn in Thibodaux, LA. Here the group will interact with growers and processors to discuss important sugar industry issues. Dinner will be served consisting of local Louisiana dishes.
8:30 p.m. – 8:45 p.m.	Depart from the Tractor Barn for the Hampton Inn in Thibodaux.
8:45 p.m.	Arrive at Hampton Inn for the night.

Thursday, November 5, 2026

Please check out before leaving for tours. You will not return to this hotel. Continental breakfast will be in lobby of hotel prior to our departing.

8:30 a.m. - 9:15 a.m.	Travel from the Hampton Inn to Woods Farm for a site visit of a sugarcane farm in Paincourtville, LA.
9:15 a.m. - 10:45 a.m.	Field site visit to observe the various steps for growing and harvesting sugarcane. Participants will observe sugarcane harvesting and talk with the producer to learn of the challenges and rewards of growing sugarcane in south Louisiana.
10:45 a.m. – 11:00 a.m.	Travel to Lula Sugar Mill in Belle Rose, LA.
11:00 a.m. – 12:20 p.m.	Site visit of the Lula factory to observe the various steps for processing sugarcane into raw sugar that include preparation, clarification, evaporation, and crystallization.
12:20 p.m. – 12:30 p.m.	Travel to St. Jules Church Hall for lunch.
12:30 p.m. – 1:30 p.m.	Lunch at St. Jules Church Hall. During lunch group leaders will discuss the hauling from the fields to the processing facilities throughout the state.
1:30 p.m. – 2:30 p.m.	Travel to Louisiana Sugar Refinery in Gramercy, LA
2:30 p.m. - 4:30 p.m.	Site visit of Louisiana Sugar Refinery. Participants will observe the process of converting raw sugar into refined sugar. The site visit will also include the packaging process. Participants will learn the business venture regarding vertical integration within the Louisiana sugar industry.
4:30 p.m. – 5:30 p.m.	Travel to the Astor Crowne Plaza in New Orleans, LA
5:30 p.m.	Arrive at the Astor Crowne Plaza
6:45 p.m.	Gather in lobby of the Astor Crowne Plaza to depart for dinner.
7:00 p.m. – 9:30 p.m.	Dinner at Oceana Grill on Conti. Staffers will continue interactions with local sugarcane growers and processors. Participants will debrief from the events of the day. They will learn of the day's sugar production from the field to the table.

Friday, November 6, 2026

Check out prior to breakfast.

7:00 a.m. – 8:00 a.m.	Breakfast Briefing – Astor Crowne Plaza Restaurant. A final review and summary of Louisiana sugar industry highlights will be provided.
8:00 a.m. – 8:30 a.m.	Van shuttle will transport you back to the New Orleans airport for your American Airlines flight 2942 departing New Orleans at 10:30 a.m. arriving Washington Reagan at 1:59 p.m.

2026 Congressional Staffer Invitation List

This group was invited to educate these key congressional staffers on the vital role that Federal research programs and policy have played in building and maintaining a robust sugarcane industry in Louisiana.

Staffer	Office		Title
Mark Brown	Rep. Andy Harris	R-MD	Legislatve Assistant
Hayley Fernandes	Rep. Jason Smith	R-MO	Legislative Assistant
Kylie Gregory	House Ag Committee		
Karson Healy	Rep. Jen Kiggans	R-VA	Legislative Assistant
Colby Hebert	Rep. Mike Johnson	R-LA	Legislative Assistant
Harlea Hoelscher	House Ag Committee		
Anne Lawless	Rep. Brett Guthrie	R-KY	Legislative Assistant
Solara Linehan	Rep. Mike Simpson	R-ID	Legislative Director
Josie Montoney	House Ag Committee		
Kyle Pierre	Rep. Cleo Fields	D-LA	Legislative Assistant
Zach Settle	Rep. James Comer	R-KY	Legislative Assistant
Sara Severens	Rep. Troy Carter	D-LA	Communications Director
Elliott Shin	Rep. Carlos Gimenez	R-FL	Legislative Director
Lonnie Smith	Rep. Steve Scalise	R-LA	Legislative Assistant
Kalyn Swihart	Rep. Tony Wied	R-WI	Senior Legislative Assistant
Blaze Yawn	Rep. Clay Higgins	R-LA	Legislative Aide

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