

YOUTH SERVICES SEX OFFENDER REGISTRATION AND NOTIFICATION REQUIREMENTS

In accordance with R.S. 15:543, Youth Services (YS) has the duty to provide sex offenders with the information necessary for awareness of sex offender registration and notification requirements. This notice is provided to _____ (name of offender), who was _____ years old at the time the offense was committed. The offender was adjudicated delinquent for violation of one or more of the following offenses:

(Check those that apply)

- Attempt Conspiracy Aggravated rape (R.S. 14:42)
- Attempt Conspiracy Forcible rape (R.S. 14:42.1)
- Attempt Conspiracy Second degree sexual battery (R.S. 14:43.2)
- Attempt Conspiracy Aggravated kidnapping of a child who has not attained the age of thirteen years (R.S. 14:44)
- Attempt Conspiracy Second degree kidnapping of a child who has not attained the age of thirteen years (R.S. 14:44.1)
- Attempt Conspiracy Aggravated incest involving circumstances defined as an "aggravated offense" (R.S. 14:78.1)
- Attempt Conspiracy Aggravated crime against nature (R.S. 14:89.1)

*Out-of-state youth establishing a Louisiana residence who have been adjudicated delinquent for one of the above-listed offenses are required to register.

YS is required by law to provide written notice of the following:

REGISTRATION INFORMATION (RS 15:542)

WHERE TO REGISTER:

- 1) Sheriff & police department (PD) of residence
- 2) Sheriff & PD where employed & enrolled in school
- 3) First Year ONLY-Register with sheriff of parish where adjudicated

WHEN TO REGISTER:

- 1) Within 3 business days after adjudicated delinquent for offense listed above, or
- 2) Within 10 days before release from a secure facility or detention center, or
- 3) As soon as possible, but no later than January 31, 2008, for youth adjudicated delinquent prior to January 1, 2008 and who are on probation, parole, or in non-secure custody.

***OUT-OF-STATE OFFENDERS ESTABLISHING A LOUISIANA RESIDENCE:**

Within 3 business days of establishing a Louisiana residence:

- 1) Register with the sheriff & PD of: residence, school, & work
- 2) Notify the Louisiana Bureau of Criminal Identification & Information (the "Bureau")
- 3) Comply with Limited Community Notification requirements as outlined below

NON-RESIDENT OFFENDERS REQUIRED TO REGISTER IN LOUISIANA:

Any part-time or full-time worker employed and/or student enrolled in Louisiana must register within (3) business days of employment or enrollment with the sheriff & PD where employed and/or enrolled.

INFORMATION & DOCUMENTS REQUIRED FOR REGISTRATION:

- 1) Name & aliases
- 2) Physical address of residence
- 3) Name & physical address of employment (If no fixed place of employment, provide as much information as possible, including travel routes)
- 4) Name & physical address of school
- 5) (2) forms of proof of residence, such as a Drivers License, utility bill, or telephone bill. If these forms of proof are not available, the offender may provide an affidavit from an adult resident residing at the same address certifying that he understands his obligation to provide written notice to the sheriff and PD with whom offender last registered when offender moves out
- 6) Crime, date & place of adjudication, &, if known, court, docket number, statute number, and sentence imposed
- 7) Current photo
- 8) Fingerprints, palm prints, DNA sample
- 9) All phone numbers, fixed & mobile
- 10) Description of every vehicle registered to or operated by offender, including license plate number & copy of Drivers License or Identification Card
- 11) Social Security number & Date of Birth
- 12) Description of physical characteristics, including sex, race, hair color, eye color, height, age, weight, & identifying marks
- 13) Every email address, screen name, or other online identity used by the offender on the Internet
- 14) Temporary lodging information regarding any place offender plans to stay for (7) days or more
- 15) Travel & immigration documents, including passports

COST: \$60 annual registration fee

REGISTRATION TIME PERIOD:

Offenders must register and maintain registration for their lifetime, unless the underlying adjudication is reversed, set aside, or vacated. The requirement to register shall apply regardless of whether or not the offender is pardoned. The lifetime registration established pursuant to R.S.15:544 shall be reduced to a period of 25 years if the offender maintains a clean record for 25 years.

PERIODIC RENEWAL OF REGISTRATION:

Offenders must update their registration **in-person** every (90) days for the entire registration period from the date of initial registration with the sheriff of the parish of residence as provided in R.S.15:542.1.1.

Offenders must provide their fingerprints to the sheriff of the parish of residence yearly as provided in R.S.15:542(A)(4).

PERIODIC WRITTEN VERIFICATION OF ADDRESS TO THE "BUREAU":

Offenders will receive a non-forwardable Verification of Address form to their last reported address every (90) days. The form must be completed & returned to the Bureau within (10) days of receipt.

CHANGES IN REGISTRATION INFORMATION (RS 15:542.1.2):

Offenders changing registration information or their residence within the parish where they are currently registered must **appear in-person** at the sheriff's office & PD within (3) business days of establishing a new or additional residence to update their information when:

- 1) changing place of residence or establishing a new or additional residence; or
- 2) vacating current address with no intent to return; or
- 3) absent from current address (30) consecutive days or a total of (30) days per calendar year & physically present at another address; or
- 4) change of name, place of employment, or school enrollment.

Offenders changing or adding a new residence in a different parish than where they are currently registered must, within (3) business days of establishing a new or additional residence:

- 1) **appear in-person** at the sheriff's office of the new residence; and
- 2) send a written notice of change of address or other information to the sheriff & PD where previously registered.

Within (3) days from the date an offender establishes residence in another state, he must send written notification to the Bureau and the law enforcement agency designated for sex offender reporting under the laws of the state of the new residence if the new state has a registration requirement pursuant to RS 15:543(B)(5).

LOUISIANA RESIDENTS EMPLOYED OR ENROLLED IN ANOTHER STATE:

Louisiana offenders leaving the state for part-time or full-time employment, with or without compensation, for more than (7) consecutive days or a total of (30) or more days per calendar year must notify the sheriff & PD **in-person** within (3) business days prior to leaving the state pursuant to RS 15:542.1.2.

Louisiana offenders leaving the state for part-time or full-time enrollment in any school must notify the sheriff & PD within (7) consecutive days prior to leaving the state to attend school.

TEMPORARY LODGING:

If an offender plans to stay in temporary lodging for (7) consecutive days or more, he must notify the sheriff where he resides **in-person** at least (3) days prior to establishing temporary lodging in accordance with RS 15:542.1.2(F)(1).

DECLARATIONS OF EMERGENCY (RS 15:543.2):

During a declared emergency, offenders entering an emergency shelter must, within the first 24 hours of admittance, notify the facility management, municipality PD, & sheriff of their sex offender status. The offender must provide:

- 1) name,
- 2) date of birth,
- 3) social security number, &
- 4) last address of registration

Failure to comply with this provision shall be considered a violation of a condition of probation and parole and subject the offender to revocation.

LIMITED COMMUNITY NOTIFICATION (RS 15:542.1(B) & (C)):

Offenders adjudicated delinquent are exempt from notification requirements EXCEPT offenders providing recreational instruction to persons under the age of 17 years old. Offenders providing recreational instruction shall post a notice in the facility where such instruction is given pursuant to RS 15:542.1(B).

PENALTIES FOR FAILURE TO COMPLY:

Offenders who fail to:

- 1) register;
- 2) periodically renew & update registration;
- 3) provide proof of residence or change of address or other registration information;
- 4) provide community notification for recreational instructors; or
- 5) knowingly provide false information to a law enforcement agency

shall, upon 1st conviction, be sentenced to a mandatory minimum of (2) years at hard labor and up to (10) years with no probation, parole, or suspension of sentence and shall be fined up to \$1000. Upon the 2nd and subsequent convictions, the sentence shall be a mandatory minimum of (5) years at hard labor and up to (20) years with no probation, parole, or suspension of sentence and shall be fined \$3000.

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THUS DONE AND SIGNED this _____ day of _____, 20____, in _____
_____, Louisiana.

I hereby certify that I have read and signed this form that explains the requirements for sex offender registration and notification and the penalty for failure to comply with those requirements.

Signature of Sex Offender

