



Louisiana Distribution Program

Digital & Visitor Center Distribution Contract

What is the Louisiana Distribution Program?

The Louisiana Travel Association provides members with a low cost means of distributing literature throughout the state's network of approximately 53 visitor centers. These visitor centers are operated by the State of Louisiana on the major interstate highways, at entry points to Louisiana, by city or parish governments, chambers of commerce, or tourist bureaus.

How does the VCD program work?

LTA keeps a master list of all brochures that participate in distribution program that is updated monthly. On the first of each month, a memo containing any announcements or updates is emailed to all participating visitor centers. This memo also contains photos and highlights of all new or updated designs and new participants and master list of every brochure we have in inventory. Each visitor center is then able to order brochures based on their specific needs.

How can I participate?

A member must sign a yearly contract based on the pricing agreement outlined below. LTA will warehouse a **maximum of 5,000 brochures** for inventory. When inventory is low, LTA will reach out for more brochures.

How many brochures will I need?

It is not possible to determine how many brochures will be needed to satisfy the requests of the visitor centers each year. While the number of brochures needed varies according to the participant's location and description, we can store up to 5,000 copies in our warehouse inventory. LTA will send a notification to request additional brochures when inventory is low. Every brochure **must meet the guidelines set by the Louisiana Office of Tourism** to be on distribution. A copy of the guidelines can be obtained by calling the LTA office.

Where do I send my brochures for distribution?

The brochures should be shipped **prepaid** to:
Louisiana Travel Association
1460 Ted Dunham Ave.
Baton Rouge, LA 70802.

Renewals:	Once renewals are sent out, participants have 30 days to remit payment or distribution will be placed on hold until payment is received. If payment is not received within 60 days the business owner will be responsible for picking up the remainder of the brochures, we can ship them back at the owner's expense, or they can be disposed. If we do not receive payment within 90 days of the invoice, termination of distribution will be implied, and any remaining brochures will be discarded, no questions asked.
Non-Renewals:	Customers who do not wish to renew must notify LTA within 30 days before their contract's expiration date to stop distribution and avoid re-billing. Any leftover brochure inventory will need to be picked up by the owner, shipped at the owner's expense, or it will be disposed of by LTA.
Quantity of Brochures:	No more than 5,000 brochures should be sent for distribution at a time. LTA will send a request for additional brochures when needed.
Labeling & Banding:	Each box of brochures must be labeled with the name and quantity of brochures and boxes must not exceed 12"x12"x10" . All brochures must be banded or shrink wrapped in quantities of 25 or 50 for inventory tracking. Any brochures not pre-counted in multiples of 25 or 50, will result in a subsequent upcharge of 20% for manual counting.
Warehouse Handling:	LTA DOES NOT have a forklift. We can receive freight shipments with a lift gate. All shipments must be unloaded manually with an "inside delivery" designation on shipping.

Please choose a plan (*Contract and materials must be received in the LTA office by the 15th of the month prior to the month that brochures should begin distribution*):

Annual Distribution: (20% Upcharge for Non-LTA Members)

○ One Panel Rack Card (no larger than 4" x 9")	\$600.00/yr.*
○ 2-3 Panel Brochure (no larger than 4" x 9")	\$650.00/yr.*
○ Multiple Page Brochure (no larger than 4" x 9")	\$750.00/yr.*
○ Digest Size & Full Size	\$900.00/yr.*
○ 20% Upcharge for Non-LTA members	+20%

One-Time Distribution:

○ 1-3 Panel Brochure (4"x 9") up to 5,000 quantity needed	\$450.00/yr.*
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Payment:

- Payment Enclosed
- I have established credit with LTA. Please bill me.

Brochure Name: _____

Business Name: _____

Phone: _____ Email: _____

Address _____

City: _____ State: _____ Zip: _____

Contact: _____ Contact Phone: _____

This signature indicates that I have read and understand the terms and conditions of this program agreement.

Sign: _____ Print: _____

*New brochures participating in the distribution program will be distributed quickly at first but will settle to a normal level once the centers are familiar with their availability.

It is the participant's responsibility to notify LTA of **ANY CHANGES in the design or content of their brochure. They must also contact LTA when a special offer has expired.

***While every effort is made to encourage each center to order all participating members' brochures, LTA has no control over the ordering process for each visitor center. We urge participants to review their reports and to contact centers who are not ordering their brochures.

**** LTA cannot be held responsible for any materials stored at the LTA warehouse beyond the normal care and security provided during regular working hours. Members' materials cannot be insured for loss from fire, theft, vandalism, or wind or rain damage under the Association's insurance contents policy.

LTA Certified Visitor Center Distribution Network

Sportsman's Paradise

State Welcome Center: Greenwood

9945 I-20 Westbound
Greenwood, LA 71033
318-938-5613

Shreveport-Bossier CTB

629 Spring Street
Shreveport, LA 71101
318-222-9391

Desoto Parish Tourist Commission

115 North Washington Ave.
Mansfield, LA 71052
318-872-1177

Union Parish Tourist Commission

403 East 4th St., Suite 2
Bernice, LA 71222
318-285-9333

Ruston-Lincoln Parish Convention & Visitors Bureau

2111 North Trenton St.
Ruston, LA 71270
800-392-9032

Monroe-West Monroe Convention & Visitors Bureau

601 Constitution Dr.
West Monroe, LA 71292
800-843-1872

Byerley House Visitors Center (Doorway to LA)

600 Lake St.
Lake Providence, LA 71254
318-559-5125

State Welcome Center: Mound

836 I-20 Westbound
Tallulah, LA 71282
318-574-5674

Springhill North Webster Chamber of Commerce

400 North Giles St.
Springhill, LA 71075
318-539-4717

Webster Parish Convention & Visitors Bureau

110 Sibley Road
Minden, LA 71058
318-377-4240

Morehouse Tourism Commission

110 North Franklin Street
Bastrop, LA 71220
318-281-3794

Crossroads

Alexandria-Pineville Convention & Visitors Bureau

707 Second St.
Alexandria, LA 71301
(318) 442-9546

Natchitoches Area Convention & Visitors Bureau

780 Front Street, Suite 100
Natchitoches, LA 71457
800-259-1714

Sabine Parish Tourist & Recreation Commission

1601 Texas Hwy.
Many, LA 71449
318-256-5880

Toledo Bend Tourist Information Center

15091 Texas Hwy.
Many, LA 71449
800-259-LAKE

Vernon Parish Tourist Commission

201 South 3rd St.
Leesville, LA 71446
337-238-0783

Avoyelles Commission of Tourism

8592 Hwy. 1, Suite 3
Mansura, LA 71350
800-833-4195

Beauregard Tourist Commission

204 West First St.
Deridder, LA 70634
337-463-5534

Cajun Country

Allen Parish TC

8904 Hwy. 165
Oberlin, LA 70655
337-369-4868

State Welcome Center: Vinton

6212 I-10 West
Vinton, LA 70668
337-589-7474

Lake Charles Southwest Louisiana Convention & Visitors Bureau

1205 N Lakeshore Dr
Lake Charles, LA 70601
337-436-9588

State Welcome Center: Atchafalaya Basin

1908 Atchafalaya River Hwy
Breau Bridge, LA 70517
337-228-1094

Jeff Davis Parish Information Center

100 Rue de L'Acadie,
Jennings, LA 70546
337-821-5521

Acadia Parish Tourist Commission

401 Tower Rd.
Crowley, LA 70526
337-783-2108

Eunice Chamber of Commerce

200 South C. C. Duson St
Eunice, LA 70535
337-457-2565

Opelousas Tourist Information Center

828 E Landry St
Opelousas, LA 70570
337-948-6263

Lafayette Convention & Visitors Commission

1400 NW Evangeline Thruway
Lafayette, LA 70501
(337) 232-3737

Vermilion Parish Tourist Commission

200 North Magdalen Square
Abbeville, LA 70510
337-898-6600

St. Martinville Tourist Information Center

121 South New Market St.
Saint Martinville, LA 70582
337-394-2233

Bayou Teche Visitors Center-Breaux Bridge

314 East Bridge St.
Breau Bridge, LA 70517
337-332-8500

Iberia Parish Convention & Visitors Bureau

2513 Hwy 14
New Iberia, LA 70560
(337) 492-5455

Evangeline Parish Tourist Commission

306 West Main St.
Ville Platte, LA 70586
337-363-1878

Cajun Coast Visitors & Convention Bureau

900 Martin Luther King Jr. Blvd.
Morgan City, LA 70380
985-380-8224

Explore Houma

114 Tourist Dr.
Gray, LA 70359
985-868-2732

Louisiana's Cajun Bayou

4484 LA-1
Raceland, LA 70394
985-537-5800

St. Landry Parish Tourist Commission

978 Kennerson Road
Opelousas, LA 70570
337-948-8004

Plantation Country**State Welcome Center: Capitol Park**

1051 North 3rd St. Rm B20
Baton Rouge, LA 70802
(225) 342-7317

Visit Baton Rouge

359 Third St.
Baton Rouge, LA 70801
225-383-1825

West Baton Rouge Tourist Information Center

2750 North Westport Dr.
Port Allen, LA 70767
225-344-2920

Iberville Parish Tourist Commission

17525 Hwy 77
Grosse Tete, LA 70740
225-687-5198

State Welcome Center: St. Francisville (Audubon State Historic Site)

11788 Highway 965
St. Francisville, LA 70775
225-635-3739

West Feliciana Parish Tourist Commission

11757 Ferdinand Street
St. Francisville, LA 70775
225-635-4224

Livingston Parish Convention & Visitors Bureau

30340 Catholic Hall Rd.
Hammond, LA 70403
225-567-7899

Tanger Outlet Welcome Center

2100 S. Tanger Blvd., Suite 101
Gonzales, LA 70737
225-647-9383

Ascension Parish Tourism Commission

6967 Highway 22
Sorrento, Louisiana 70778
888-775-7990

Greater New Orleans

St. Charles Parish Economic Development & Tourism Department

13034 RIVER ROAD
Destrehan, LA 70047
985-307-0495

St. James Tourist Information Center

1094 Airline Hwy 61
Gramercy, LA 70052
225-562-2525

State Welcome Center: Kentwood

77479 I-55 South
Kentwood, LA 70444
985-229-8338

Tangipahoa Parish Convention & Visitors Bureau

13143 Wardline Rd.
Hammond, LA 70401
985-542-7520

St. Tammany Parish Tourist & Convention Commission

68099 Highway 59
Mandeville, LA 70471
800-634-9443

St. Bernard Parish Tourist Commission

409 Aycock St.
Arabi, LA 70032
504-278-4242

State Welcome Center: Pearl River

61441 I-59 South
Pearl River, LA 70452
985-646-6450

State Welcome Center: Slidell

41300 Crawford Landing Rd.
Slidell, LA 70461
985-646-6451