

2016 Due Dates for Lobbyists, Clients and Public Corporations

Registration and Amended Registration deadlines for the 2015-2016 biennial registration period:

- REGISTER **WITHIN 15 DAYS** OF THE START OF THE AUTHORIZATION;
- REGISTER **WITHIN 10 DAYS** OF ACTUALLY EXCEEDING \$5,000 IN ANNUAL LOBBYING COMPENSATION OR EXPENSES;
- FILE AN **AMENDED REGISTRATION WITHIN 10 DAYS** OF THE DATE THAT AN EVENT OCCURS WHICH NECESSITATES A CHANGE IN ANY OF THE REQUIRED INFORMATION DISCLOSED IN THE ORIGINAL REGISTRATION.

2015 November/December Bi-monthly Reports &due January 15, 2016
July/December Client Semi-Annual Reports

2016 January/February Bi-monthly Reports.....due March 15, 2016

2016 March/April Bi-monthly Reportsdue May 16, 2016

2016 May/June Bi-monthly Reports &due July 15, 2016
January/June Client Semi-Annual Reports

2016 July/August Bi-monthly Reportsdue September 15, 2016

2016 September/October Bi-monthly Reportsdue November 15, 2016

2016 November/December Bi-monthly Reports &due January 17, 2017
July/December Client Semi-Annual Reports

****NOTE RE: LATE FEES****

As a reminder, pursuant to the Lobbying Act, the Commission may assess a penalty of up to \$25 per day that a filing is received late; however, the Commission has previously adopted and generally adheres to the following schedule for late filing fees:

Days Late	Amount
1 – 2 days (First-time filer)	\$10 per day
1 – 7 days	\$25 flat late fee
8 – 14 days	\$75 flat late fee
15 – 30 days	\$150 flat late fee
31 – 90 days	\$300 flat late fee
91 – 180 days	\$500 flat late fee
181 days and more	\$1,000 flat late fee

Please note: Timely reports are those that are received by the Commission's office on or before the due date. If a report is due on a weekend or a State holiday, the report must be received in the Commission's office on the first business day following the weekend or State holiday. The Commission does not consider the postmarked date as the date of receipt for lobbying filings.