

DATE

New York State Joint Commission on Public Ethics
540 Broadway
Albany, New York 12207

ATTN: Lobbying Compliance

This letter will serve as an agreement whereby LOBBYIST NAME has been retained to represent CLIENT NAME for lobbying services before RELEVANT PERSON, STATE AGENCY, MUNICIPALITY OR LEGISLATIVE BODY YOU ANTICIPATE LOBBYING.

LOBBYIST NAME will be compensated (include the approximate dollar amount of compensation/expenses for lobbying. The compensation may be submitted as a percentage, daily or hourly rate).

This retainer is valid for PERIOD OF TIME.

Agreed to and accepted by:

LOBBYIST NAME

Signature

NAME, TITLE

Date

CLIENT NAME

Signature

CAO NAME, TITLE

Date