

DATE

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

ATTN: Lobbying Compliance

Please be advised the lobbying agreement/authorization between **LOBBYIST NAME** and **CLIENT NAME** has terminated effective **DATE**.

In addition, the reporting requirements of **APPLICABLE SECTION(S) OF LOBBYING ACT (REGARDING CLIENT SEMI-ANNUAL REPORT(S) AND/OR BI-MONTHLY REPORT(S))** have been (or will be) met.

**LOBBYIST**

*Signature*  
\_\_\_\_\_  
**NAME, TITLE**

\_\_\_\_\_  
Date

**CLIENT**

*Signature*  
\_\_\_\_\_  
**CAO NAME, TITLE**

\_\_\_\_\_  
Date