



New York State Joint Commission on Public Ethics

540 Broadway, Albany, NY 12207

(P) 518-408-3976 * (F) 518- 474-6216 * (email) helpdesk@jcope.ny.gov

JCOPE Launches Lobbyist Bi-Monthly Report Forms for the 2019-2020 Biennial Registration Period

March 5, 2019 -- The Lobbyist Bi-Monthly and Disbursement of Public Monies (“DPM”) Reports are now available for filing in the new JCOPE Lobbying Application (“LA”).

Resources to Help You:

Important information about filing Lobbyist Bi-Monthly and DPM Reports, including Bi-Monthly Reports for Public Corporations, has been added to the JCOPE website, <https://jcope.ny.gov>. Go to the “Lobbying” main menu tab and click on the “**JCOPE Lobbying Application Information**” tab below it. On that page, click the “**Bi-Monthly Reports**” button to find the following:

- Sets of step-by-step instructions and forms for filing the Lobbyist Bi-Monthly Report, Public Corporation Bi-Monthly Report, and the Disbursement of Public Monies Report.
- A series of “Help-On-Demand” videos narrated with guidance for filers as they navigate the Bi-Monthly Reports. The videos are best accompanied by referencing the above mentioned-written step-by-step instructions.
- The e-blast “*How to Prepare for the January/February 2019 Bi-Monthly Report*”.

Disclaimer: To ensure you have the most up-to-date instructional materials, check the JCOPE website regularly. JCOPE staff will continue to revise materials to better communicate and serve the needs of our regulated community.

As always, if you have any questions about navigating the LA, please contact our **Lobbying Helpdesk** at **(518) 408-3976** or by emailing helpdesk@jcope.ny.gov. For any questions about what you need to include in your Filings, please contact our **Attorney of the Day** at **800-87-ETHICS (800-873-8442)**, and press ‘2’ when prompted.