



LOBBYING AGREEMENT FORM: RETAINED LOBBYISTS

In lieu of submitting a copy of a lobbying agreement or contract, a Lobbyist may submit the following Lobbying Agreement Form with a Statement of Registration or Registration Amendment.

I. CONTRACT DURATION AND COMPENSATION			
Lobbyist Name:			
Contractual Client Name:			
Co-Lobbyist Name: <i>(If applicable)</i>			
Amendment Information: <i>Indicate if amendment and reason.</i>	Check if amendment to original agreement <input type="checkbox"/> Select all that apply: <input type="checkbox"/> Adding a Contract <input type="checkbox"/> Change in terms (start/end dates) <input type="checkbox"/> Compensation change <input type="checkbox"/> Add/Remove Co-Lobbyist _____ <input type="checkbox"/> Other (Please specify) _____		
Start Date: <i>First date the Lobbyist has agreed to or been authorized to lobby.</i>	____ / ____ / ____	Termination Date*: <i>Last date the Lobbyist has agreed to or been authorized to lobby.</i>	____ / ____ / ____
Compensation**: <i>Amount and Pay Frequency and/or rate of pay. See Section III Addendum on following page to enter additional compensation or date ranges.</i>	Pay Frequency (select one) <input type="checkbox"/> Hourly <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Annually <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One Time <input type="checkbox"/> Range Compensation Amount: \$ <input type="checkbox"/> <i>Check here if services are being provided Pro Bono</i>		
Will other services, in addition to lobbying, be provided by the individuals authorized to lobby? <input type="checkbox"/> Yes <input type="checkbox"/> No			
II. SIGNATURES			
This form must be signed by the Responsible Party for both the Lobbyist and the Contractual Client.			
Lobbyist Signature:	Contractual Client Signature:		
Printed Name:	Printed Name:		
Date:	Date:		

NOTES:

*For month-to-month agreements, the Termination Date shall be presumed to be the end of the current biennial period, unless otherwise specified.

**** Regarding Compensation:**

- If the Lobbyist is retained for lobbying, the actual compensation must be reported;
- If the retainer is based on a daily or hourly rate, the fee per day or per hour must be reported;
- If multiple parties with multiple hourly rates will be covered by the retainer, all rates shall be disclosed; and
- If the Lobbyist is an Employed Lobbyist, as defined in Part 943.3(h) of the Commission’s regulations, please use the form entitled “*Lobbying Agreement Form for Employed Lobbyists.*”

III. ADDENDUM

Enter additional compensation information below, continued from first page. If your Lobbying Agreement with a Client includes varying dates and/or compensation amounts, you must disclose such dates and compensation amounts. The information for ALL durations and compensation amounts must be disclosed. Indicate each unique compensation and/or duration in a separate box.

For Example:

Duration/Compensation Amount 1

- Start Date: 1/1/21
- Termination Date: 12/31/21
- Compensation Amount: \$1,000 per month

Duration/Compensation Amount 2

- Start Date: 1/1/21
- Termination Date: 1/31/22
- Compensation Amount: \$500 per month

DURATION/COMPENSATION:** Amount and Pay Frequency and/or rate of pay. Include Start Date and Termination Date only if dates differ from contract dates given in Section I.

A. Start Date: ____/____/____ **Termination Date:** ____/____/____

Pay Frequency (select one)

- Hourly Daily Weekly Bi-Weekly Annually
 Monthly Quarterly One Time Range

Compensation Amount: \$

B. Start Date: ____/____/____ **Termination Date:** ____/____/____

Pay Frequency (select one)

- Hourly Daily Weekly Bi-Weekly Annually
 Monthly Quarterly One Time Range

Compensation Amount: \$

C. Start Date: ____/____/____ **Termination Date:** ____/____/____

Pay Frequency (select one)

- Hourly Daily Weekly Bi-Weekly Annually
 Monthly Quarterly One Time Range

Compensation Amount: \$