



## New York State

### Joint Commission on Public Ethics

540 Broadway, Albany, NY 12207

(p) 518.408.3976 (e) [helpdesk@jcope.ny.gov](mailto:helpdesk@jcope.ny.gov)

We are experiencing a much larger than normal call volume due to enhancements in the Lobbying Application, in addition to the start of a new biennial. We will email or call you as soon as possible. We appreciate your patience during this busy filing period.

***To receive the quickest reply to your inquiry, the best way to contact us is via email at the addresses listed below. In the email, please include a description of the issue and your phone number.***

#### **For questions related to:**

- Your NY.gov username or resetting your NY.gov password please use the self-service tools located at <https://my.ny.gov/>.
- Navigating the Lobbying Application or for technical assistance – email us at [helpdesk@jcope.ny.gov](mailto:helpdesk@jcope.ny.gov)
- Lobbyist Statement of Registration – email us at [registrations@jcope.ny.gov](mailto:registrations@jcope.ny.gov)
- Bi-monthly and Disbursement of Public Monies Reports – email us at [bimonthlies@jcope.ny.gov](mailto:bimonthlies@jcope.ny.gov)
- Client Semi-Annual Report and Source of Funding – email us at [CSA@jcope.ny.gov](mailto:CSA@jcope.ny.gov)
- Reportable Business Relationship Report – email us at [discrepancies@jcope.ny.gov](mailto:discrepancies@jcope.ny.gov)

**PLEASE NOTE:** Answers to most of your filing questions may be found in the detailed guidance documents provided on our website at <https://jcope.ny.gov/2021-22-lobbying-biennial-period-information>. We encourage filers to review these documents prior to contacting JCOPE.

**Filers have additional time to submit filings.** Any filing due in January 2021 will be considered timely if submitted by January 29, 2021. This includes 2021-2022 Statements of Registration due anytime in January 2021 and the November-December 2020 Bi-Monthly Reports and July-December 2020 Client Semi-Annual Reports. In addition, there is a 7-day grace period beyond January 29<sup>th</sup> before late fees will be imposed.