## Chapter 390-20 WAC

# FORMS FOR LOBBYING REPORTS, ELECTED OFFICIALS AND LEGISLATORS

WAC		390-20-040	Forms—For report of legislative activity by legislators
390-20-0101	Forms for lobbyist registration.		and legislative committees. [Order 45, § 390-20-040,
390-20-013	Lobbyist registration—Photograph—Requirements.		filed 9/26/74; Order 5, § 390-20-040, filed 3/2/73.]
390-20-014	Registration during last calendar quarter of the biennial		Repealed by WSR 80-02-106 (Order 80-02), filed
	registration period.		1/24/80. Statutory Authority: RCW 42.17.370(1).
390-20-015	Lobbyists registration—Termination.	390-20-050	Forms—For report of legislative activity by public
390-20-017	Suspension of registration.		agencies. [Statutory Authority: RCW 42.17.370(1).
390-20-018	Lobbyist voluntary registration.		WSR 79-11-124 (Order 79-07), § 390-20-050, filed
390-20-020	Forms for lobbyist report of expenditures.		11/6/79; Order 43, § 390-20-050, filed 9/26/74; Order 5,
390-20-020A 390-20-024	L-2 Reporting guide. Lobbyist nonreportable expenses.		§ 390-20-050, filed 3/2/73.] Repealed by WSR 80-02-
390-20-024	Lobbyists expenditures—Apportionment of expenses.		106 (Order 80-02), filed 1/24/80. Statutory Authority:
390-20-026	Definition of term "other expenses."		RCW 42.17.370(1).
390-20-027	Definition—State elected official, candidate for state	390-20-051	Application of RCW 42.17.190 to lobbying of the legis-
	office.		lature and governor. [Statutory Authority: RCW
390-20-052	Application of RCW 42.17A.635—Reports of agency		42.17.160(4) and 42.17.370(1). WSR 78-08-061 (Order
	lobbying.		100), § 390-20-051, filed 7/24/78.] Repealed by WSR
390-20-054	Agency lobbying—Reporting of lobbying by indepen-		80-02-055 (Order 80-01), filed 1/17/80. Statutory Authority: RCW 42.17.370(1).
200 20 105	dent contractors.	200 20 052	• • • • • • • • • • • • • • • • • • • •
390-20-105	Lobbyist's employer—Meaning—Examples.	390-20-053	Application of RCW 42.17.190 to lobbying of other
390-20-110 390-20-111	Forms for lobbyist employers report.  Form for lobbyist employers report of political contribu-		agencies. [Statutory Authority: RCW 42.17.160(4) and
390-20-111	tions.		42.17.370(1). WSR 78-08-061 (Order 100), § 390-20-053, filed 7/24/78.] Repealed by WSR 80-02-055
390-20-120	Forms for report of legislative activity by public agen-		(Order 80-01), filed 1/17/80. Statutory Authority: RCW
370 20 120	cies.		42.17.370(1).
390-20-125	Forms for registration and reporting by sponsors of	200 20 055	. ,
	grass roots lobbying campaigns.	390-20-055	Application of RCW 42.17.190 to intra-agency activity.
390-20-130	Forms for statement of employment of legislators, state		[Statutory Authority: RCW 42.17.160(4) and 42.17.370(1). WSR 78-08-061 (Order 100), § 390-20-
	officers, and state employees.		055, filed 7/24/78.] Repealed by WSR 80-02-055
390-20-140	Loss of RCW 42.17A.610 exemptions.		(Order 80-01), filed 1/17/80. Statutory Authority: RCW
390-20-141	Registration and reporting required when a lobbyist		42.17.370(1).
390-20-143	employs another lobbyist.	390-20-060	Forms—For registration and reporting by sponsors of
390-20-143	Application of lobbying provisions to organizations.  Registration and reporting by lobbyist organizations.	390-20-000	grass roots lobbying campaigns. [Order 43, § 390-20-
390-20-144	Reporting of lobbying events.		060, filed 9/26/74; Order 5, § 390-20-060, filed 3/2/73.]
390-20-146			
	Reporting of field fribs and other excursions.		Repealed by WSR 80-02-10b (Order 80-02), filed
	Reporting of field trips and other excursions.  Lobbyist direction or control of employer contributions.		Repealed by WSR 80-02-106 (Order 80-02), filed 1/24/80. Statutory Authority: RCW 42.17.370(1).
390-20-148 390-20-150	Lobbyist direction or control of employer contributions. Changes in dollar amounts.	390-20-070	1/24/80. Statutory Authority: RCW 42.17.370(1).
390-20-148	Lobbyist direction or control of employer contributions.	390-20-070	1/24/80. Statutory Authority: RCW 42.17.370(1). Forms—For statement of employment of legislators,
390-20-148 390-20-150	Lobbyist direction of control of employer contributions. Changes in dollar amounts.	390-20-070	1/24/80. Statutory Authority: RCW 42.17.370(1).  Forms—For statement of employment of legislators, state officers, and state employees. [Order 43, § 390-20-
390-20-148 390-20-150	Lobbyist direction of control of employer contributions. Changes in dollar amounts.  POSITION OF SECTIONS FORMERLY	390-20-070	1/24/80. Statutory Authority: RCW 42.17.370(1). Forms—For statement of employment of legislators,
390-20-148 390-20-150	Lobbyist direction of control of employer contributions. Changes in dollar amounts.	390-20-070	1/24/80. Statutory Authority: RCW 42.17.370(1). Forms—For statement of employment of legislators, state officers, and state employees. [Order 43, § 390-20-070, filed 9/26/74; Order 5, § 390-20-070, filed 3/2/73.]
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390-20-148 390-20-150 DIS	Lobbyist direction of control of employer contributions. Changes in dollar amounts.  POSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER  Forms for lobbyist registration. [Order 62, § 390-20-010, filed 8/26/75; Order 45, § 390-20-010, filed	390-20-070 390-20-080	1/24/80. Statutory Authority: RCW 42.17.370(1).  Forms—For statement of employment of legislators, state officers, and state employees. [Order 43, § 390-20-070, filed 9/26/74; Order 5, § 390-20-070, filed 3/2/73.] Repealed by WSR 80-02-106 (Order 80-02), filed 1/24/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists—Termination of registration. [Order 49, §
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390-20-148 390-20-150 <b>DIS</b> 390-20-010 390-20-022 390-20-023	Lobbyist direction or control of employer contributions. Changes in dollar amounts.  POSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER  Forms for lobbyist registration. [Order 62, § 390-20-010, filed 8/26/75; Order 45, § 390-20-010, filed 9/26/74; Order 6, § 390-20-010, filed 1/23/73.] Repealed by WSR 78-02-063 (Order 96), filed 1/23/78. Statutory Authority: RCW 42.17.370(1). Definition—Development. [Statutory Authority: RCW 42.17.370(1). WSR 88-06-019 (Resolution No. 88-01), § 390-20-022, filed 2/24/88.] Repealed by WSR 90-16-083, filed 7/31/90, effective 8/31/90. Statutory Authority: RCW 42.17.370. Contributions to candidates, elected officials, political committees, or public office fund—Identification of source. [Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-023, filed 11/26/85; WSR 79-09-041 (Order 79-04), § 390-20-023, filed 8/17/79.] Repealed by WSR 99-12-053, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370(1).	390-20-080 390-20-085 390-20-100	1/24/80. Statutory Authority: RCW 42.17.370(1).  Forms—For statement of employment of legislators, state officers, and state employees. [Order 43, § 390-20-070, filed 9/26/74; Order 5, § 390-20-070, filed 3/2/73.] Repealed by WSR 80-02-106 (Order 80-02), filed 1/24/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists—Termination of registration. [Order 49, § 390-20-080, filed 3/3/75.] Repealed by WSR 80-03-089 (Order 80-03), filed 3/4/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists expenditures—Apportionment of expenses. [Order 49, § 390-20-085, filed 3/3/75.] Repealed by WSR 80-06-119 (Order 80-06), filed 5/30/80. Statutory Authority: RCW 42.17.370(1).  Effect of Public Disclosure Act—Freedom of communication—Employer interference. [Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-100, filed 1/26/85; Order 62, § 390-20-100, filed 8/26/75.] Repealed by WSR 99-12-054, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370(1).  Lobbyist's employer—Reporting of "total expenditures." [Statutory Authority: RCW 42.17.370(1). WSR
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390-20-148 390-20-150 <b>DIS</b> 390-20-010 390-20-022 390-20-023	Lobbyist direction or control of employer contributions. Changes in dollar amounts.  POSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER  Forms for lobbyist registration. [Order 62, § 390-20-010, filed 8/26/75; Order 45, § 390-20-010, filed 9/26/74; Order 6, § 390-20-010, filed 1/23/73.] Repealed by WSR 78-02-063 (Order 96), filed 1/23/78. Statutory Authority: RCW 42.17.370(1). Definition—Development. [Statutory Authority: RCW 42.17.370(1). WSR 88-06-019 (Resolution No. 88-01), § 390-20-022, filed 2/24/88.] Repealed by WSR 90-16-083, filed 7/31/90, effective 8/31/90. Statutory Authority: RCW 42.17.370. Contributions to candidates, elected officials, political committees, or public office fund—Identification of source. [Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-023, filed 11/26/85; WSR 79-09-041 (Order 79-04), § 390-20-023, filed 8/17/79.] Repealed by WSR 99-12-053, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370(1).	390-20-080 390-20-085 390-20-100	1/24/80. Statutory Authority: RCW 42.17.370(1).  Forms—For statement of employment of legislators, state officers, and state employees. [Order 43, § 390-20-070, filed 9/26/74; Order 5, § 390-20-070, filed 3/2/73.] Repealed by WSR 80-02-106 (Order 80-02), filed 1/24/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists—Termination of registration. [Order 49, § 390-20-080, filed 3/3/75.] Repealed by WSR 80-03-089 (Order 80-03), filed 3/4/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists expenditures—Apportionment of expenses. [Order 49, § 390-20-085, filed 3/3/75.] Repealed by WSR 80-06-119 (Order 80-06), filed 5/30/80. Statutory Authority: RCW 42.17.370(1).  Effect of Public Disclosure Act—Freedom of communication—Employer interference. [Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-100, filed 11/26/85; Order 62, § 390-20-100, filed 8/26/75.] Repealed by WSR 99-12-054, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370(1).  Lobbyist's employer—Reporting of "total expenditures." [Statutory Authority: RCW 42.17.370(1). WSR 82-14-016 (Order 82-04), § 390-20-107, filed 6/28/82.] Repealed by WSR 95-01-074A, filed 12/16/94, effec-
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390-20-148 390-20-150 <b>DIS</b> 390-20-010 390-20-022 390-20-023	Lobbyist direction or control of employer contributions. Changes in dollar amounts.  POSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER  Forms for lobbyist registration. [Order 62, § 390-20-010, filed 8/26/75; Order 45, § 390-20-010, filed 9/26/74; Order 6, § 390-20-010, filed 1/23/73.] Repealed by WSR 78-02-063 (Order 96), filed 1/23/78. Statutory Authority: RCW 42.17.370(1). Definition—Development. [Statutory Authority: RCW 42.17.370(1). WSR 88-06-019 (Resolution No. 88-01), § 390-20-022, filed 2/24/88.] Repealed by WSR 90-16-083, filed 7/31/90, effective 8/31/90. Statutory Authority: RCW 42.17.370. Contributions to candidates, elected officials, political committees, or public office fund—Identification of source. [Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-023, filed 11/26/85; WSR 79-09-041 (Order 79-04), § 390-20-023, filed 8/17/79.] Repealed by WSR 99-12-053, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370(1). Definition of terms "communicate," "communication," "communicating," and "legislation." [Statutory Authority: RCW 42.17.160(4) and 42.17.370(1). WSR 78-08-061 (Order 100), § 390-20-028, filed 7/24/78.] Repealed by WSR 80-02-055 (Order 80-01), filed 1/17/80. Statu-	390-20-080 390-20-085 390-20-100	1/24/80. Statutory Authority: RCW 42.17.370(1).  Forms—For statement of employment of legislators, state officers, and state employees. [Order 43, § 390-20-070, filed 9/26/74; Order 5, § 390-20-070, filed 3/2/73.] Repealed by WSR 80-02-106 (Order 80-02), filed 1/24/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists—Termination of registration. [Order 49, § 390-20-080, filed 3/3/75.] Repealed by WSR 80-03-089 (Order 80-03), filed 3/4/80. Statutory Authority: RCW 42.17.370(1).  Lobbyists expenditures—Apportionment of expenses. [Order 49, § 390-20-085, filed 3/3/75.] Repealed by WSR 80-06-119 (Order 80-06), filed 5/30/80. Statutory Authority: RCW 42.17.370(1).  Effect of Public Disclosure Act—Freedom of communication—Employer interference. [Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-100, filed 11/26/85; Order 62, § 390-20-100, filed 8/26/75.] Repealed by WSR 99-12-054, filed 5/27/99, effective 6/27/99. Statutory Authority: RCW 42.17.370(1).  Lobbyist's employer—Reporting of "total expenditures." [Statutory Authority: RCW 42.17.370(1). WSR 82-14-016 (Order 82-04), § 390-20-107, filed 6/28/82.] Repealed by WSR 95-01-074A, filed 12/16/94, effective 1/16/95. Statutory Authority: RCW 42.17.390.  Forms for report of legislative activity by legislators and
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(1/25/16) [Ch. 390-20 WAC p. 1]

#### **Lobbying Reports**

**WAC 390-20-0101 Forms for lobbyist registration.** The official form for lobbyist registration as required by RCW 42.17A.600 is designated "L-1," revised 12/14. Copies of this form are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, Room 206, Evergreen Plaza Building, Olympia, Washington 98504. Any paper attachments shall be on 8-1/2" x 11" white paper.

PUBLIC DISCLOSURE COMMISSION			1	THIS SPACE FOR OFFICE USE
711 CAPITOL WAY RM 206 PO BOX 40908 OLYMPIA WA 98504-0908 (360) 753-1111 TOLL FREE 1-877-601-2929	LOBBYIST I	REGISTRATION	L1 (12/14)	
Lobbyist Name				
Permanent Business Address			Business Telep	hone Numbers
			Permanent (	)
			Temporary (	)
City	State	Zip	Cell Phone( or Pager	)
Temporary Thurston County address during legislative ses	ssion		E-Mail Address	
Employer's name and address (person or group for which	you lobby)		Employer's occ purpose of orga	upation, business or description of anization
Name and address of person having custody of accounts, lobbyist reports. (Person responsible for producing the lob			E-Mail Address	
5. What is your pay (compensation) for lobbying?		Description of employment (check one	or more boxes)	
\$ per (hour, day, month, year)		☐ Full time employee		☐ Sole duty is lobbying
Other: Explain:		<ul> <li>□ Part time or temporary employee</li> <li>□ Contractor, retainer or similar agree</li> <li>□ Unsalaried officer or member of ground</li> </ul>		☐ Lobbying is only a part of other duties
6. Are you reimbursed for lobbying expenses? Explain which	expenses.	Does employer pay any of your lobbying If yes, explain which ones.	expenses direct	ly?
☐ Yes: \$ per ☐ Yes: I am reimbursed for expenses. ☐ No: I am not reimbursed for expenses.				
7. How long do you expect to lobby for this organization?				
	legislative session	Other, Explain:		
<ol> <li>Is your employer a business or trade association or organi associations, or organizations? If "yes," attach a list showing the the past two years or is expected to pay over \$1.450 this year.</li> </ol>				
☐ No ☐ Yes. However, no r☐ Yes. The list is of parties attached	member or funder has pai	d, pays, or is expected to pay over \$1,450	).	
9. Does your employer have a connected, related or closely a tickets to fund raising events? If so, list the name of that politic.		mmittee which will provide funds for you	to make political	contributions including purchase
□ No				
☐ Yes. Name of the committee is:  10. If lobbyist is a company, partnership or similar business er	ntity which employs others	s to perform actual lobbying duties, list na	me of each perso	on who will lobby. (See WAC 390-20-
143 and 144 for instructions.)				
Areas of interest. Lobbying is most frequent before legisla members or state agencies concerned with following subjects:		Remarks:		
CODE SUBJECT	BUBJECT lealth Care ligher education luman services abor aw and justice ocal government facts government fechnology ransportation other - Specify:			
CERTIFICATION: I hereby certify that the above is a true statement.	, complete and correct	<b>EMPLOYER'S AUTHORIZATION:</b> described in this registration statemen		employment authority to lobby
12. LOBBYIST'S SIGNATURE	DATE	EMPLOYER'S SIGNATURE, NAME T		ED, AND TITLE DATE

PDC Form L-1 (rev. 12/14)

NOT VALID UNLESS SIGNED BY BOTH

[Ch. 390-20 WAC p. 2] (1/25/16)

#### **LOBBYIST IDENTIFICATION FORM**

Photo this size (2x2)	OLYMPIA ADDRESS:	HONE:
	EMPLOYERS' NAMES:	

YEAR FIRST EMPLOYED AS A LOBBYIST: BIOGRAPHY:

#### **INSTRUCTIONS**

- ATTACH THIS PAGE TO YOUR L-1 REGISTRATION.
- ATTACH 2" x 2" PASSPORT TYPE PHOTO. PHOTO SHOULD BE HEAD AND SHOULDERS, FULL FACE, AND TAKEN WITHIN LAST 12 MONTHS.
- PLEASE WRITE NAME, LIGHTLY IN PENCIL, ON BACK OF PHOTO BEFORE ATTACHING.
- PHOTOS WILL NOT BE RETURNED.
- PLEASE SEE INSTRUCTION BOOKLET FOR EXAMPLE OF BIOGRAPHY.
- LIST ALL EMPLOYERS ON THIS PAGE.

#### PDC FORM L-1, PAGE 2 (Rev. 2/05)

Estatutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-0101, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110(1). WSR 14-01-011, § 390-20-0101, filed 12/5/13, effective 1/5/14. Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-0101, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370. WSR 05-06-070, § 390-20-0101, filed 3/1/05, effective 4/1/05; WSR 04-02-028, § 390-20-0101, filed 12/31/03, effective 1/31/04. Statutory Authority: RCW 42.17.370(1). WSR 00-22-060 and 00-24-041, § 390-20-0101, filed 10/27/00 and 11/29/00, effective 11/27/00 and 12/30/00. Statutory Authority: RCW 42.17.370. WSR 91-09-021, § 390-20-0101, filed 4/10/91, effective 5/11/91. Statutory Authority: RCW 42.17.370(1). WSR 87-05-001 (Order 87-01), § 390-20-0101, filed 2/5/87; WSR 85-24-020 (Order 85-05), § 390-20-0101, filed 11/26/85; WSR 82-21-020 (Order 82-07), § 390-20-0101, filed 10/12/82; WSR 78-02-063 (Order 96), § 390-20-0101, filed 1/23/78.]

(1/25/16) [Ch. 390-20 WAC p. 3]

WAC 390-20-013 Lobbyist registration—Photograph—Requirements. The photograph to be submitted by a registering lobbyist shall satisfy the requirements of a photo acceptable for a United States passport. The photograph shall have been taken within twelve months of the date of registration.

[Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-013, filed 11/26/85; WSR 82-14-016 (Order 82-04), § 390-20-013, filed 6/28/82.]

WAC 390-20-014 Registration during last calendar quarter of the biennial registration period. (1) The registration of a lobbyist who registers during the last calendar quarter of an even-numbered year is valid until the second Monday of January three years hence, unless it is terminated or suspended before that day.

- (2) The lobbyist is required to file monthly expense reports (PDC Form L-2) for each month in which he or she is registered, even if no reportable lobbying expenditures are made.
- (3) The lobbyist employer shall file the employer's report (PDC Form L-3) for each calendar year or portion thereof in which a lobbyist is registered.

[Statutory Authority: RCW 42.17.370(1). WSR 99-12-069, § 390-20-014, filed 5/27/99, effective 6/27/99; WSR 87-08-025 (Order 87-02), § 390-20-014, filed 3/25/87.]

WAC 390-20-015 Lobbyists registration—Termination. A lobbyist who ceases lobbying activity may terminate his or her registration at any time by filing with the commission a signed statement, consistent with RCW 42.17A.-600(3), indicating that he or she is not lobbying or being compensated to lobby. This notice of termination may be provided on an L-2 report for the month in which termination has taken place. A lobbyist who terminates his or her registration shall file all reports required by chapter 42.17A RCW for the period during which he or she was registered as a lobbyist. The employer of a lobbyist who terminates his or her registration shall not be relieved of any duty to file the reports otherwise required by chapter 42.17A RCW.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-015, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 99-12-070, § 390-20-015, filed 5/27/99, effective 6/27/99; WSR 85-24-020 (Order 85-05), § 390-20-015, filed 11/26/85; Order 62, § 390-20-015, filed 8/26/75.]

WAC 390-20-017 Suspension of registration. A lobbyist by notifying the commission in advance in writing may temporarily suspend his or her registration for any month(s) in which no lobbying will be done, no expenditures will be made for lobbying and no compensation will be received for lobbying.

- (a) During the period when the suspension is effective, the commission will not require L-2 Reports to be filed.
- (b) The lobbyist may reinstate the registration by notifying the commission in writing. The notification must state the date the reinstatement is to be effective. It must also affirm that information on the original L-1 registration is still correct or include an amended L-1 Form.
- (c) Notification under this rule does not suspend or modify the requirement in RCW 42.17.150(4) for a new registration each odd-numbered year.

[Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-017, filed 11/26/85.]

WAC 390-20-018 Lobbyist voluntary registration. A person, exempt from registration under RCW 42.17A.600, who voluntarily registers as a lobbyist, shall not be required to file the reports required by RCW 42.17A.615.

The employer of any voluntarily registered lobbyist shall not be required to file the reports provided in RCW 42.17A.630.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-018, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-018, filed 11/26/85.]

[Ch. 390-20 WAC p. 4] (1/25/16)

**WAC 390-20-020 Forms for lobbyist report of expenditures.** The official form for the lobbyist report of expenditures is designated "L-2," revised 1/15 which includes the L-2 Memo Report, dated 1/15. Copies of this form are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, Room 206, Evergreen Plaza Building, Olympia, Washington 98504. Any attachments shall be on 8-1/2" x 11" white paper.

PUBLIC DISCLOSURE COMMISSION 711 CAPITOL WAY RM 206 PO BOX 40908 OLYMPIA WA 98504-0908 (360) 753-1111 TOLL FREE 1-877-601-2828 LObbyist Mon (as required by Cl	thly Expens		L2	PDC O	FFICE USE
Lobbyist Name					
Mailing Address					
City	State	Zip + 4		New Address?	☐ Yes ☐ No
This report is     for the period	This report correct amends the report			Business Telepho	ne
(Month) (Year)	amends the repor	(Month)	(Year)	( ) -	
ALL COMPLETE TH			COMPLETE IF YOU	HAVE MORE THAN	ONE EMPLOYER
Include all reportable expenditures by lobbyist and lobby incurred during the reportable		on behalf of the lobbyist	Amount	attributed to each e	mployer
Expense Category	TOTAL AMOUNT THIS MONTH All employers plus own expense (Columns a + b + c + d and attached	Amounts paid from lobbyist's own funds, not reimbursed or attributed to an employer.	Employer No	Employer No Column C	Employer No
COMPENSATION earned from employer for lobbying this period (salary, wages, retainer)	pages)	Column A	\$	<b></b>	\$
PERSONAL EXPENSES for travel, food and refreshments		\$			
<ol> <li>ENTERTAINMENT, GRATUITIES, TRAVEL, SEMINARS for state officials, employees, their families (See #15)</li> </ol>					
CONTRIBUTIONS to elected officials, candidates and political committees (See #16)					
ADVERTISING, PRINTING, INFORMATIONAL LITERATURE					
POLITICAL ADS, PUBLIC RELATIONS, POLLING, TELEMARKETING, ETC. (See #17)					
OTHER EXPENSES AND SERVICES (See #18)					
10. TOTAL COMPENSATION AND EXPENSES INCURRED THIS MONTH	\$	\$	\$	\$	\$
11. EMPLOYERS' NAMES No (B) No (C) No (D)  12. Subject matter of proposed legislation or other legislative ac Subject Matter, Issue or Bill No. Legis				re than three employer	
Continued on attached pages  13. Of the time spent lobbying, what percentage was devoted to		egislature%	State Agencies	_%.	
14. TERMINATION: (COMPLETE THIS ITEM ONLY IF YOU  Date registration ends: Empl  I understand that an L-2 report is required for any month or file a new registration prior to lobbying for that employer in the	oyer's name: portion thereof in which I he future. All registration	am a registered lobbyist. I a	also understand that once	I have terminated my anuary of each odd nu	registration, I must mbered year.
I certify that this report is true and complete to the best of my known		OBBYIST SIGNATURE			DATE
	L			CONTINUE OF	N DEVEDEE

[Ch. 390-20 WAC p. 5]

Page 2	2		LZ	
Lobbyist Nan	ne	Reporting Period (Month	(Year)	
In the to entertain Entert Recep Trave Enrolli Lobbyist	all of the following expenditures that were incurred by lobbyist or lo tal amount column, show the total amount spent for each occuring each individual, as shown in the example.  ainment expenditures exceeding \$50 per occasion (including lobbytions. See WAC 390-20-020A, L-2 Reporting Guide, to determine, lodging and subsistence expenses in connection with a speech, ment and course fees in connection with a seminar or educational s must provide an elected official with a copy of the L-2 or Memo F is or her family member(s); or 2) providing travel, lodging, subsiste	asion including any staging costs, tax, and yist's expense) for meals, beverages, tickets, pair for person cost is required. presentation, appearance, trade mission, sem program. Report if the lobbyist reports: 1) spending on contents.	d gratuity. Also show the actual amo passes, or for other forms of entertainn inar or educational program. one occasion over \$50 for food or bever	nunt spent nent. rages for the official
Date	Names of all Persons Entertained or Provided Travel, etc.	Description, Place, etc.	Sponsoring Employer	Total
mm/dd/year	Include actual amounts spent for entertainment Example: Sen Bow (\$32), Rep Arrow (\$28), and J. D. Lobbyist (\$36) tax & gratuity (\$25.41)	Dinner at Anthony's, Olympia	XYZ Corporation	Amount \$121.41 \$
N/A	Total expenses itemized on attached Memo Reports		<u> </u>	
Continued	d on attached pages.			
state car or state	etary or in-kind contribution exceeding \$25 was given or transmitte didates or elected officials; local and state officers or employees; ballot proposition. If a contribution exceeding \$25 was given to the campaign.	political committees supporting or opposing a	ny candidate, elected official, officer or	employee or any local
Date	Name of Individual or Committee Receiving Contribution	Source of Con	ntribution	Amount
				\$
N/A	Total contributions itemized on attached Memo Reports			
on C-4 r	utions were made directly by a political action committee associate aport need not be again included in this L-2 report.)  I on attached pages. PAC Name:	ed, affiliated or sponsored by your employer, s	show name of the PAC below. (Informa	ation reported by PAC
17. Expendit	tures for: a) political advertising supporting or opposing a state or or indirectly are lobbying-related must be itemized by amount, venc			
18. Paymen	page that also shows lobbyist name and report date. Put the agg ts by the lobbyist for other lobbying expenses and services, includi	regate total of these expenditures on line 8.  ng payments to subcontract lobbyists, expert	witnesses and others retained to provid	·
	ce in lobbying and payments for grass roots lobbying campaigns (		,	
Date	Recipient's Name and Address	Employer for Whom Exp	ense was Incurred	Amount \$
Continued	on attached page.			

[Ch. 390-20 WAC p. 6] (1/25/16)

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L2

(Use this page if you need additional space for Items 12, 15 or	16)	
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12.	Subject Matter, Issue or Bill No.	Legislative Committee or State Agency Considerin	g Matter	Employer Represented	•
		Period	(Month)	(Year)	
Lobbyi	st Name	Reporting			

5. Date	Names of all Persons Entertained or Provided Travel, etc.	Description, Place, etc.	Sponsoring Employer	Amount
o. Bato	railed of air 1 discrete Entertained of 1 (oracle 1 rails), side.	Decompton, rado, etc.	Special and Employer	\$ , unoun
. Date	Name of Individual or Committee Receiving Contribution	Source of Cont	ribution	Amount
. Buto	Name of managed of committee (see ming committee)	Course of Cours		\$ , anount

[Ch. 390-20 WAC p. 7]

L2

INFORMATION CONTINUED
(Use this page if you need additional space for Items 17 or 18)

Loodyist Name		Reporting Period (Month)	(Year)	
17. Date	Names of Vendor or Person Receiving Payment	Description, Place, etc.	Sponsoring Employer	Amount \$
18. Date	Recipient's Name and Address	Employer for Whom Expe	nse was Incurred	Amount \$

[Ch. 390-20 WAC p. 8] (1/25/16)



## L-2 Memo Report

**Instructions:** This Memo Report may be used by a lobbyist to notify a state elected official or other recipient of contributions, meals, travel expenses or educational benefits that have been provided during the preceding calendar month. The specific list of persons to whom a copy of this report must be delivered is shown below in the "Contributions" and "Meals, Travel, Seminars" sections. If the expenditures disclosed on this Memo Report do not also appear on the lobbyist's L-2 Report, a copy of this Memo Report must accompany the L-2 filing. See L-2 instruction manual for further details.

Memo Rep	ort must accompa	ny the L-2 filing.  See L-2 instruction manua	Il for further	details.		
					PDC	OFFICE USE
TO:						
10:	Recipient's Name	*				
FROM:	recipient 3 realife					
_	Lobbyist's Name					
	Lobbyioto Hamo					
-	Mailing Address					
-	City	State Zi	p + 4			
		The second consists of			Dusi	ness Telephone
This repo		This report corrects or amends the report for			Dusi	ness releptione
	(Month)	(Year)	(Month)	(Year)	(	) -
CONTRIB	UTIONS to state or	local candidate, elected official, or employe	ee, legislativ	e staff person o	r ballo	t issue committee.
Date	Amount	Description		Sou	ırce of	Contribution
Made	or Value	(if in-kind)		(Employ	yer's Na	ime or Own Funds)
	\$					
Disclose: a excluding of	a) expenditures tot certain receptions a	RS to a state elected official, including a legi- aling over \$50 on one occasion for food or last defined in WAC 390-20-020A, L-2 Report expenses or enrollment or course fees for the	oeverages fo ting Guide; o	or the official an or b) expenditur	d/or th	e official's family,
Date Given	Amount or Value	Description	1	Source of Gift r's Name or Own F	unds)	Recipient (if family member)
	\$					
Lobbyist's	Signature	Date	donation on a report; recipi	C-3 report or in-k	kind on ravel a	port receipt of a cash a Schedule B to the C-4 and seminars will report 1 statement.

[Statutory Authority: RCW 42.17A.110 and 42.17A.615(4). WSR 15-01-064, § 390-20-020, filed 12/11/14, effective 1/11/15. Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-020, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110(1). WSR 14-01-011, § 390-20-020, filed 12/5/13, effective 1/5/14. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-20-020, filed 1/4/02, effective 2/4/02; WSR 96-01-103, § 390-20-020, filed 12/19/95, effective 1/19/96. Statutory Authority: RCW 42.17.370. WSR 93-04-072, § 390-20-020, filed 1/29/93, effective 3/1/93; WSR 91-24-011, § 390-20-020, filed 1/12/29/1, effective 12/23/91; WSR 90-20-088, § 390-20-020, filed 9/28/90, effective 10/29/90. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-020, filed 11/26/85; WSR 82-21-020 (Order 82-07), § 390-20-020, filed 10/12/82; WSR 80-02-055 (Order 80-01), § 390-20-020, filed 1/17/80; Order 94, § 390-20-020, filed 10/31/77; Order 88, § 390-20-020, filed 12/29/76; Order 62, § 390-20-020, filed 8/26/75; Order 45, § 390-20-020, filed 9/26/74; Order 6, § 390-20-020, filed 3/23/73.]

(1/25/16) [Ch. 390-20 WAC p. 9]

#### WAC 390-20-020A L-2 Reporting guide.

### For Entertainment, Receptions, Travel and Educational Expenditures

Typical Expenditures*  (Only permitted if receipt could not reasonably be expected to influence the performance of the officer's or employee's official duties.)	Expense Included on Line 5	Expense Included on Line 15	Give Copy of L-2 or Memo Report to Elected Offi- cial
<b>Entertaining State Officials, Employees or Their Families:</b>			
☐ Any type of entertainment occasion costing \$50 or less	Yes	No	No
☐ Breakfast, lunch or dinner for legislator or other state official or employee (singly, or in conjunction with family member(s)) and total cost for occasion is:			
° \$50 or less	Yes	No	No
° More than \$50, and amount attributable to legislator/family is more than \$50	Yes	Yes	Yes
☐ Tickets to theater, sporting events, etc.	Yes	Yes	No
□ Golf outing	Yes	Yes	No
Receptions:			
<ul> <li>□ Reception to which the entire legislature, all members of a chamber, or any of the two largest caucuses recognized in each chamber are invited and is:</li> <li>° Sponsored by a person other than a lobbyist;</li> <li>° Attended by individuals other than legislators, lobbyists, and lobbyist employers;</li> <li>° A social event; and</li> <li>° Does not include a sit-down meal.</li> </ul>	Yes	Yes Disclose list of attendees (submitting sign-in sheet is sufficient). A per-person cost is not required	No
□ All other receptions	Yes	Yes	Yes, if the food and beverage cost for the legislator and family members exceeds \$50
Travel-Related Expenditures for Officials, Employees:			
☐ Travel, lodging, meals for office-related appearance or speech at lobbyist employer's annual conference	Yes	Yes	Yes
☐ Travel, lodging, meals for office-related tour of lobbyist employer's manufacturing plant or other facility	Yes	Yes	Yes
Educational Expenditures for Officials, Employees:			
☐ Travel, lodging, meals, tuition to attend seminar sponsored by nonprofit organization	Yes	Yes	Yes
Other Lobbying-Related Items:			
☐ Flowers costing any amount to officials, staff and/or family	Yes	No	No
□ Candy costing \$50 or less per official or employee	Yes	No	No
□ Golf balls, coffee cups or other promotional items	Yes	No	No
☐ Fruit baskets costing \$50 or less per official or employee	Yes	No	No

Note: References to employees or staff do not constitute authority to provide impermissible items to regulatory, contracting or purchasing employees. [Statutory Authority: RCW 42.17A.110 and 42.17A.615(4). WSR 15-01-064, § 390-20-020A, filed 12/11/14, effective 1/11/15.]

[Ch. 390-20 WAC p. 10] (1/25/16)

WAC 390-20-024 Lobbyist nonreportable expenses.

A registered lobbyist who is not compensated for lobbying and, who in advance, informs the commission that the only expenses to be incurred are those exempt from reporting as provided in RCW 42.17A.615 (3)(a) through (d) shall not be required to file an L-2 report.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-024, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-024, filed 11/26/85.]

WAC 390-20-025 Lobbyists expenditures—Apportionment of expenses. For the purposes of compliance with RCW 42.17A.615 (2)(a) requiring reporting of expenditures by lobbyists, a person registered and reporting as a lobbyist need only report those expenditures made or incurred for lobbying.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-025, filed 1/4/12, effective 2/4/12; Order 62, § 390-20-025, filed 8/26/75.]

WAC 390-20-026 Definition of term "other expenses." The term "other expenses" in RCW 42.17A.615 shall be deemed to include only expenses or services paid or incurred or performed in connection with lobbying.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-026, filed 1/4/12, effective 2/4/12; Order 70, § 390-20-026, filed 2/25/76; Order 62, § 390-20-026, filed 8/26/75.]

WAC 390-20-027 Definition—State elected official, candidate for state office. For the purposes of reporting by employers of registered lobbyists pursuant to RCW 42.17A.630, the terms "state elected official" and "candidate for state office" shall include governor, lieutenant governor, attorney general, state auditor, commissioner of public lands, insurance commissioner, secretary of state, superintendent of public instruction, state treasurer, state senator and state representative.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-027, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.390. WSR 95-01-074A, § 390-20-027, filed 12/16/94, effective 1/16/95; Order 71, § 390-20-027, filed 3/23/76.]

- WAC 390-20-052 Application of RCW 42.17A.635—Reports of agency lobbying. Pursuant to the authority granted in RCW 42.17A.635(8), the commission adopts the following interpretations regarding the reporting of lobbying by public agencies pursuant to RCW 42.17A.635:
- (1) The phrase "in-person lobbying" contained in RCW 42.17A.635 (5)(d)(v)(B) includes activity which is intended to influence the passage or defeat of legislation, such as testifying at public hearings, but does not include activity which is not intended to influence legislation, such as attending a hearing merely to monitor or observe testimony and debate.
- (2) The phrase "a legislative request" contained in RCW 42.17A.635 (5)(d)(ii) includes an oral request from a member of the legislature or its staff.
- (3)(a) When any subagency (i.e., department, bureau, board, commission or agency) within a state agency, county, city, town, municipal corporation, quasi-municipal corporation or special purpose district (i.e., primary agency) has independent authority to expend public funds for lobbying,

- that subagency may file a separate L-5 reporting the information required by RCW 42.17A.635(5).
- (b) When a subagency elects to file its own, separate L-5, it shall notify the commission and the administrative head of the primary agency of its intentions in writing. The primary agency shall not thereafter include information for the subagency in its L-5, and shall have no legal obligation for the filings of the subagency.
- (4) Pursuant to RCW 42.17A.635(6), certain local agencies may elect to have lobbying activity on their behalf reported by their elected officials, officers and employees in the same manner as lobbyists who register and report under RCW 42.17A.600 and 42.17A.615:
- (a) Whenever such a local agency makes such an election, it shall provide the commission with a written notice.
- (b) After such an election, those who lobby on behalf of such local agency shall register and report all lobbying activity reportable under RCW 42.17A.635(5) in the same manner as lobbyists who are required to register and report under RCW 42.17A.600 and 42.17A.615. Such a local agency shall report pursuant to RCW 42.17A.630.
- (c) In order to terminate such an election, such a local agency shall provide the commission with a written notice and it shall report pursuant to RCW 42.17A.635(5) thereafter.
- (d) The exemptions from reportable lobbying activity contained in RCW 42.17A.635 (5)(d) apply to all agencies, whether or not they have exercised the election to report in the same manner as lobbyists who report under RCW 42.17A.600, 42.17A.615, and 42.17A.630. The exemptions contained in RCW 42.17A.610 (1), (4) and (5) do not apply to any agency.
- (5) Unless an agency has elected to report its lobbying pursuant to RCW 42.17A.635(6) and subsection (3) of this section, an agency shall include the reportable lobbying activity on its behalf by an elected official in its quarterly report. Such an elected official does not file any separate report of that activity.
- (6) Reportable in-person lobbying by elected officials, officers and employees:
- (a) An elected official does not engage in reportable inperson lobbying on behalf of an agency unless and until that elected official has expended in excess of twenty-five dollars of nonpublic funds in connection with such lobbying for or on behalf of any one or more members of the legislature or state elected officials or public officers or employees of the state of Washington during any three-month period as provided in RCW 42.17A.635 (5)(d)(v)(B).
- (b) Other officers and employees do not engage in reportable in-person lobbying on behalf of their agency unless and until they have, in the aggregate, expended in excess of twenty-five dollars of nonpublic funds in connection with such lobbying for or on behalf of any one or more members of the legislature or state elected officials or public officers or employees of the state of Washington or they have, in the aggregate, engaged in such lobbying for more than four days or parts thereof during any three month period as provided in RCW 42.17A.635 (5)(d)(v)(B).
- (c) When limits in (a) or (b) of this subsection have been exceeded, the agency shall report such elected official, officer, or employee as a "person who lobbied this quarter" on

(1/25/16) [Ch. 390-20 WAC p. 11]

the front of PDC Form L-5 and include a listing of those excess expenditures as noted on that form.

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-052, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-052, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 96-05-001, § 390-20-052, filed 2/7/96, effective 3/9/96. Statutory Authority: RCW 42.17.390. WSR 94-11-016, § 390-20-052, filed 5/5/94, effective 6/5/94. Statutory Authority: 42.17.370. WSR 91-16-072, § 390-20-052, filed 8/2/91, effective 9/2/91. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-052, filed 1/17/80.]

- WAC 390-20-054 Agency lobbying—Reporting of lobbying by independent contractors. (1) An independent contractor who is retained to lobby on behalf of an agency shall register and report as a lobbyist pursuant to RCW 42.17A.600 and 42.17A.615.
- (2) An agency which retains an independent contractor as a lobbyist and reports all of its expenditures in connection therewith pursuant to RCW 42.17A.635 shall not be obligated to file a report pursuant to RCW 42.17A.630 with regard to that lobbyist.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-054, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 81-08-025 (Order 81-01), § 390-20-054, filed 3/26/81.]

- WAC 390-20-105 Lobbyist's employer—Meaning—Examples. (1) The term "lobbyist's employer" includes every person who engages or utilizes the services of any other person to lobby, upon an agreement express or implied, for compensation or for other consideration, as that term is defined in WAC 390-05-220. A person is a lobbyist's employer within the meaning of the act when:
- (a) Other persons are actually employed by or receive consideration from such person in whole or in part for lobbying;
- (b) Officers or employers of such person, lobby for or on behalf of such person, whether such duties are expressed in the corporate or partnership articles or bylaws or other writings of such employer, or in a written or oral contract, or exist by reason of a mutual understanding;
- (c) The lobbying services are secured or arranged for through an authorized representative.
- (2) A person shall not be deemed to be a lobbyist's employer solely because an employee of such person engages in lobbying.

[Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-20-105, filed 1/4/02, effective 2/4/02; WSR 88-14-064 (Order 88-02), § 390-20-105, filed 7/1/88; WSR 85-24-020 (Order 85-05), § 390-20-105, filed 11/26/85; Order 62, § 390-20-105, filed 8/26/75.]

[Ch. 390-20 WAC p. 12] (1/25/16)

WAC 390-20-110 Forms for lobbyist employers report. The official form for statement by employers of registered lobbyists as required by RCW 42.17.180 is designated "L-3," revised 11/14. Copies of this form are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, 711 Capitol Way, Room 206, Evergreen Plaza Building, P.O. Box 40908, Olympia, Washington, 98504-0908. Any paper attachments shall be on 8-1/2" x 11" white paper.

F	PUBLIC _ DISCLOSURE COMMISSION					THIS SPA	ACE FOR OFFICE USE
(Signature)	711 CAPITOL WAY RM 206	Emplo	yer	·'s	1 2		
	PO BOX 40908 OLYMPIA WA 98504-0908	Lobbying			LJ		
_	(360) 753-1111	2000,1119		·	11/14		
1.	TOLL FREE 1-877-601-2828  Employer's Name (Use complete company, association, union or	entity name.)			11/14		
		,					
	Attention (Identify person to whom inquiries about the information below should be directed; NOT the lobbyist.)						
	Mailing Address		Tel	lephone			
City State Zip + 4 E-Mail Address Year Report						Covers	
	HIS REPORT MUST BE FILED BY THE LAST DAY OF FEB				the previo	us calendar y	ear for lobbying the
	ashington State Legislature and/or any state agency. Complete						
2.	Identify each of your lobbyists/lobbying firms below. In column (plus obligated) for other lobbying related expenses that were malegislative candidates, reimbursement for entertainment expenses through lobbyists in the space designated.	de by or through the lobbyist a	and rep	orted by the lobbyist on	the monthly	L-2 report (e.	g., contributions to
	Names of Registered Lobbyists (if payments were to lobbying f	irm, list firm name)	- 1	Col 1-Salary	Col 2	2-Other	Total Amount
				\$	\$		\$
		Total From Attached	Page				
	Information continued on attached pages			Total Expenses B	y or Throug	gh Lobbyists	\$
DO	NOT INCLUDE EXPENDITURES ALREADY ACCOUNTED	ED FOR IN ITEM 2 ABOVE	when	completing Items 3 thr	ough 7 belo	ow.	
3.	Other expenditures made by the employer for lobbying purposes.  a. to vendors on behalf of or in support of registered lobbyists (	-					\$
	b. to or on behalf of expert witnesses or others retained to provi the employer's lobbying effort;	de lobbying services who offe	r specia	alized knowledge or expo	ertise that as	ssists	
	c. for entertainment, tickets, passes, travel expenses (e.g., transplegislators, state officials, state employees and members of the				provided to		
	d. for composing, designing, producing and distributing informa-	ational materials for use prima	rily to	influence legislation; and	i		
	e. for grass roots lobbying expenses, including those previously to clients/customers (other than to corporate stockholders and				ng commun	ications	
4.	Political contributions to candidates for legislative or statewide excommittees supporting or opposing statewide ballot measures. (A	Also complete Item 10.)			didates, or		
	a. Contributions made directly by the employer, including those				ma hal		
	<ul> <li>If contributions were made by a political committee associate (Information reported by the PAC on C-4 reports need not be</li> </ul>				me below.		
5.	Name of PAC Independent expenditures supporting or opposing a candidate for	legislative or statewide execut	tive off	ice or a statewide ballot	measure. G	Also	
-	complete Item 11.)	-				==	
6.	Expenditures to or on behalf of legislators, state officials, or their influencing, honoring or benefiting the legislator or official. (Not					n 14.)	
7.	Other lobbying-related expenditures, whether through or on behal recipient, purpose and amount). Do not include payments account		ach list	itemizing each expense	(i.e., show	date,	
				Total I	Lobbying E	xpenses	\$
8.	This report must be certified by the president, secretary-treasurer	or similar office of lobbying e	mnlov	er	(Items 2	2 thru 7)	
_	ertification: I certify that this report is true, complete and corre	, ,	1 ,	ture of Employer Officer	·		Date
	owledge.	,	<i>Q</i> ••	1			
Pri	inted Name and Title of Officer:						
4.11	mee I mine und Title Of Officer.	L				CONTR	NUE ON DEVEDCE

(1/25/16) [Ch. 390-20 WAC p. 13]

Page 2 L3

Employer's Name		Year	report covers:
Entertainment, tickets, passes, travel expenses (including)	transportation, meals, lodging, etc.	) and enrollment or co	urse fees provided to legislators, state officials, state
employees and members of their immediate families. See			
Name and Title		Cost or Value	Date and Description of Expense
		\$	
☐ Information continued on attached pages			
10. Contributions (not reported by the lobbyist) totaling over candidates or a committee supporting or opposing a states			
Name of Recipient	wide bandt measure. Do not list en	Amount	Date (and, if In-Kind, Description)
·		e.	
		\$	
☐ Information continued on attached pages			
Independent expenditures in support of or opposition to a	) a legislative or statewide executiv	L e office candidate or h	L a) a statewide hallot proposition
See instruction manual for definition of "independent	expenditure."		
Candidate's Name, Office Sought & Ballot Proposition Number & Brief D		Amount	Date and Description of Expense (Note if Support or Oppose)
Banot Proposition Number & Brief B	escription		(Note if Support of Oppose)
		\$	
☐ Information continued on attached pages			
12. Compensation of \$2,400 or more during the preceding ca office and each member of their immediate family.	lendar year for employment or prof	essional services paid	to state elected officials, successful candidates for state
Name	Relationship to Candidate or	Amount (Code)**	Description of Consideration or Services Exchanged for
, tant	Elected Official if Member of	Tanicum (Cour)	Compensation
	Family		
☐ Information continued on attached pages			
13. Compensation of \$2,400 or more during the preceding ca in which state elected official, successful state candidate of			
Firm Name	Person's Name	Amount (Code)**	Description of Consideration or Services Exchanged for
			Compensation
Information continued on attached pages  14. Any expenditure, not otherwise reported, made directly of	 r indirectly to a state elected officia	l successful candidate	e for state office or member of their immediate family if
made to honor, influence or benefit the person because of			
Name		Amount	Date and Purpose
		\$	
☐ Information continued on attached pages			
**DOLLAR		**DOLL	AR
CODE AMO	DUNT	CODE	AMOUNT
A \$1 to \$4.4	00	D	\$49,000 to \$110,000

A - \$1 to \$4,499 B - \$4,500 to \$23,999 C - \$24,000 to \$47,999 D - \$48,000 to \$119,999 E - \$120,000 or more

[Ch. 390-20 WAC p. 14] (1/25/16)

## INFORMATION CONTINUED (Use this page if you need additional space for Items 2 or 9) Employer's Name

L3

Employer's Name Year report covers:					
2. Names of Registered Lobbyists		Col 1-Sala	ry	Col 2-Other	Total Amount
		\$		\$	\$
Total From This Pa	ge				
Entertainment, etc.     Name and Title		Cost or Value	l	Date and Descripti	on of Expense
	\$				

(1/25/16) [Ch. 390-20 WAC p. 15]

## INFORMATION CONTINUED (Use this page if you need additional space for Items 10 or 11)

L3

Employer's Name Year report covers:				
10. Contributions  Name of Recipient	Amount	Date (and, if In-Kind, Description)		
Nume of receiptors	\$	Bate (and, it in Kind, Description)		
11. Independent expenditures				
Candidate's Name, Office Sought & Party or Ballot Proposition Number & Brief Description	Amount	Date and Description of Expense (Note if Support or Oppose)		
	\$			

[Ch. 390-20 WAC p. 16] (1/25/16)

#### **INFORMATION CONTINUED**

(Use this page if you need additional space for Items 12 thru 14)

L3

Employer's Name		Year	report covers:
12. Compensation of \$2,400 or more for employment, etc.			
Name	Relationship to Candidate or Elected Official if Member of Family	Amount (Code)**	Description of Consideration or Services Exchanged for Compensation
	1 anniy		
12 () () (00 400 () () () ()			
13. Compensation of \$2,400 or more for professional service Firm Name	s Person's Name	Amount (Code)**	Description of Consideration or Services Exchanged for Compensation
14. Any expenditure not otherwise reported			
Name		Amount	Date and Purpose
		\$	·
**DOLLAR CODE AMO	DUNT	**DOLI CODE	AR AMOUNT

A - \$1 to \$4,499 B - \$4,500 to \$23,999 C - \$24,000 to \$47,999 D - \$48,000 to \$119,999 E - \$120,000 or more

[Statutory Authority: RCW 42.17A.110 and 42.17A.125(2). WSR 15-01-066, § 390-20-110, filed 12/11/14, effective 1/11/15. Statutory Authority: RCW 42.17.370 and 2008 c 6 § 1303. WSR 09-01-063, § 390-20-110, filed 12/11/08, effective 1/11/09. Statutory Authority: RCW 42.17.370. WSR 05-06-070, § 390-20-110, filed 3/1/05, effective 4/1/05; WSR 04-02-028, § 390-20-110, filed 12/31/03, effective 1/31/04. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-20-110, filed 1/4/02, effective 2/4/02. Statutory Authority: RCW 42.17.370(1) and 42.17.180 (1)(h). WSR 98-01-062, § 390-20-110, filed 12/11/97, effective 1/11/98. Statutory Authority: RCW 42.17.370(1). WSR 96-01-103, § 390-20-110, filed 12/19/95, effective 1/19/96. Statutory Authority: RCW 42.17.390. WSR 95-01-074A, § 390-20-110, filed 12/16/94, effective 1/16/95. Statutory Authority: RCW 42.17.370. WSR 93-04-072, § 390-20-110, filed 1/29/93, effective 3/1/93; WSR 90-22-018, § 390-20-110, filed 10/29/90, effective 11/29/90. Statutory Authority: RCW 42.17.370(1). WSR 87-05-001 (Order 87-01), § 390-20-110, filed 2/5/87; WSR 85-24-020 (Order 85-05), § 390-20-110, filed 11/26/85; WSR 84-05-018 (Order 84-01), § 390-20-110, filed 2/10/84; Order 62, § 390-20-110, filed 8/26/75.]

(1/25/16) [Ch. 390-20 WAC p. 17]

**Reviser's note:** Notice of Objection: The Joint Administrative Rules Review Committee finds that WAC 390-20-110 has not been modified, amended, withdrawn, or repealed by the Public Disclosure Commission so as to conform with the intent of the Legislature as expressed in RCW 42.17.170 and 42.17.180. Therefore, pursuant to its authority under RCW 34.04.240, this notice of objection is filed.

The Joint Committee finds that WAC 390-20-110 requires the disclosure of information from lobbyists' employers which RCW 42.17.170 specifically excludes from reporting by lobbyists. It is the opinion of the Joint Committee that the Commission is attempting to obtain information from lobbyists' employers which the Commission would not otherwise be able to obtain from lobbyists themselves. This would thwart the express intent of the Legislature that such information is inappropriate for reporting. WAC 390-20-110 would effectively neuter the reporting exemptions in RCW 42.17.170—the Commission would have the information. This is not what the Legislature intended. [Joint Administrative Rules Review Committee, Memorandum, August 16, 1984—Filed August 28, 1984, WSR 84-18-014.]

[Ch. 390-20 WAC p. 18] (1/25/16)

WAC 390-20-111 Form for lobbyist employers report of political contributions. The official form entitled "Employer of Lobbyist Monthly Political Contribution Report" as required by RCW 42.17A.630 (2)(a) is designated "L-3c" revised 12/14. Copies of this form are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, Room 206, Evergreen Plaza Building, Olympia, Washington, 98504-0908. Any attachments must be on 8-1/2" x 11" white paper.

PUBLIC DISCLO	SURE COMMISSION 711 CAPITOL WAY RM 206 PO BOX 40908 OLYMPIA WA 98504-0908 (360) 753-1111 TOLL FREE 1-877-601-2828		of Lobbyist Monthly Contribution Report	L-3c	THIS SPACE FOR OFFICE USE
Employer's Name (Use	e complete company, associa	ation, union or entity	name.)	•	
Mailing Address					
City		State	Zip		
					<u> </u>

Who Must File Report: Employers of lobbyists registered in Washington State making one or more contributions, including inkind contributions, during one calendar month totaling more than \$110 to a candidate for state or local office, an elected state or local official, an officer or employee of any public agency, or a political committee. Employer contributions made through and reported by a registered lobbyist or an employer-affiliated PAC are not reportable on an L-3c.

What Must Be Reported: Contributions, including a loan, gift, deposit, subscription, forgiveness of indebtedness, donation, advance, pledge, payment, or transfer of anything of value, including personal and professional services for less than full consideration. Contributions to campaign accounts and public office fund accounts are reportable.

When Is The Report Filed: Within 15 days after the last day of each calendar month during which reportable contributions were made. Reports are considered filed as of the post mark or hand-delivery date to PDC.

Itemize contributions that alone, or together with other contributions to the same recipient, total over \$110 during the calendar month specified above. If space provided is insufficient, use additional L-3c forms or 8 1/2" x 11" white paper.

Date of Contribution	Name and Address of Recipient	Description of Contribution*	Amount or Value*					
			\$					
*See next page	*See next page for details.							
Certification: I	Certification: I certify that the information contained herein is true and complete to the best of my knowledge.							
Name and title	of person authorized to sign on employer's beha	If Signature	Date					

(1/25/16) [Ch. 390-20 WAC p. 19]

L3c

#### **Description of Contribution**

#### Monetary

Monetary contributions are those made in cash or by check, money order or other negotiable instrument. If total in amount column represents aggregate total given that recipient during the month (i.e., more than one contribution), indicate the date and amount of each contribution figured into the total.

For contributions given to incumbent candidates and elected officials, indicate whether the contribution is for the recipient's campaign account or public office account.

#### In-Kind

Donated goods or services qualify as reportable contributions. In-kind contributions include such things as discounts on products or services, free transportation, free or reduced-rate office space, personal services, polling services, professional assistance to campaign managers and help with preparation of political advertising.

#### **Amount or Value of Contribution**

If the aggregate amount or value contributed to one recipient (candidate, elected official, agency officer or employee, or political committee) during a calendar month was over \$110 -- and the aggregate contribution was not reported by your lobbyist on his/her monthly report or the aggregate contribution was not made through and reported by your affiliated PAC -- put the total contributed in the Amount or Value column and provide the other required information.

#### In-Kind

Value in-kind contributions at the amount you actually paid for the donated item or service or, if no purchase was made, value them at their fair market value. Fair market value is the amount a well-informed buyer or lessee, willing but not obligated to buy or lease, would pay; and what a well-informed seller, or lessor, willing but not obligated to sell or lease, would accept.

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015,  $\S$  390-20-111, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110. WSR 12-03-002,  $\S$  390-20-111, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018,  $\S$  390-20-111, filed 1/4/02, effective 2/4/02. Statutory Authority: RCW 42.17.370. WSR 90-16-083,  $\S$  390-20-111, filed 7/31/90, effective 8/31/90.]

[Ch. 390-20 WAC p. 20] (1/25/16)

WAC 390-20-120 Forms for report of legislative activity by public agencies. The official form for the report of legislative activity by public agencies as required by RCW 42.17A.635 is designated "L-5," revised 12/14. Copies of this form are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, Room 206, Evergreen Plaza Building, Olympia, Washington 98504-0908. Any attachments shall be on 8-1/2" x 11" white paper.





## LOBBYING BY STATE AND LOCAL GOVERNMENT AGENCIES

Instructions Are Printed On Reverse					
Agency or Governmental Entity Name and Address	С	ate prepared	Report for calenda quarter ending	ar	
	C	County	<del></del>		
			Month Year		
PERSONS WHO LOB					
Name Job title	9	Annual salary	y % of time spent lobbyi during quarter	ing	
General description of lobbying activities or objectives. (Include bill or WAC		\$			
☐ Check if person spent more than \$25 of non-public funds in lobbying. S		se.			
Name Job title	)	Annual salary		ing	
		\$	during quarter		
General description of lobbying activities or objectives. (Include bill or WAC	numbers, if any)	•			
☐ Check if person spent more than \$25 of non-public funds in lobbying. Some		se. Annual salary	y % of time spent lobbyi	ing	
		\$	during quarter		
General description of lobbying activities or objectives. (Include bill or WAC  Check if person spent more than \$25 of non-public funds in lobbying.		se.			
EXPENDITURES FOR LO Report only the separately identifiable and measu			oses		
Salaries Of Persons Who Lobbied (Include only portion of quarterly salary	attributable to lobbying)		\$		
Travel (Include food, lodging, per diem payments and cost of transportation	used)		\$		
Brochures And Other Publications Whose Principal Purpose Is To Influ	ence Legislation		\$		
Consultants Or Other Contractual Services			\$		
	Total This Qua	arter	\$		
	Total To Date	This Year	\$		
CERTIFICATION: I certify that to the best of my knowledge the above is a true, complete and correct statement in accordance with RCW 42.17A.635.	Name of employee con	npleting report			
Signature of agency head	Work telephone Number	er			
	Work E-mail				

Attach additional sheets if more room is required

(1/25/16) [Ch. 390-20 WAC p. 21]

#### THESE INSTRUCTIONS APPLY ONLY TO GOVERNMENT AGENCIES REPORTING PURSUANT TO RCW 42.17A.635.

#### WHO SHOULD REPORT?

Each state agency, county, city, town, municipal corporation, quasi-municipal corporation or special purpose district which expends public funds for "lobbying". Please study the definitions of what is and is not included in lobbying to determine if your agency is required to report.

"Lobbying" means attempting to influence the passage or defeat of any legislation by the state legislature or the adoption or rejection of any rule, standard, rate or other legislative enactment by any state agency under the state administrative procedure act, chapter 34.05 RCW. "Legislation" means bills, resolutions, motions, amendments, nominations, and other matters pending or proposed in either house of the state legislature, and includes any other matter which may be the subject of action by either house, or any committee of the legislature and all bills and resolutions which having passed both houses, are pending approval by the Governor.

#### LOBBYING DOES NOT INCLUDE

- Requests for appropriations by a state agency to OFM pursuant to RCW 43.88 or requests by OFM to the legislature for appropriations other than its own agency budget. Note that an agency representative who, in person, contacts a legislator or committee on appropriations matters is lobbying.
- Recommendations or reports to the legislature in response to a legislative request expressly requesting or directing a specific study, recommendation or report on a particular subject.
- 3. Official reports including recommendations submitted annually or biennially by a state agency as required by law.
- 4. Requests, recommendations or other communications between or within state agencies or between or within local agencies.
- 5. Telephone conversations or preparation of written correspondence.
- Preparation or adoption of policy positions within an agency or group of agencies. Note that once a position is adopted, further action to advocate it may constitute lobbying.
- 7. Attempts to influence federal or local legislation.

#### LOBBYING NOT REPORTABLE

- 1. In person lobbying totaling no more than four days or parts of days during any three month period in aggregate for all officials and employees of the agency. In person lobbying includes testifying at legislative committee hearings and state agency hearings on rules and regulations but does not include attendance merely to monitor or observe testimony and debate.
- 2. In person lobbying by any elected official on behalf of his agency or in connection with his powers, duties or compensation.

#### **EXPENDITURES OVER \$25 OF NON-PUBLIC FUNDS**

Any person (including an elected official) who expends more than \$25 of personal or non-public funds for or on behalf of one or more legislators, state elected officials or state public officers or employees in connection with in person lobbying must be listed on the L-5 report. Attach a page showing the spender's name, and date, the source of funds and amount spent, and for whom the money was spent. Examples of these expenditures include entertainment, dinners and campaign contributions.

#### REPORTS REQUIRED

The L-5 report is submitted to cover each calendar quarter in which lobbying occurs. No report is required if no reportable lobbying has taken place during the quarter.

DUE DATES: April 30 (1st quarter) July 31 (2nd quarter)
October 31 (3rd quarter) January 31 (4th quarter)

ONE CONSOLIDATED REPORT SHOULD BE SUBMITTED TO INCLUDE LOBBYING ACTIVITIES OF ALL DIVISIONS OR OFFICES OF AN AGENCY.

Public Disclosure Commission

Send Reports To: 711 Capitol Way, Rm 206 PO Box 40908 Olympia, WA 98504-0908

SPECIAL NOTE: In lieu of reporting as provided in RCW 42.17A.635 any agency or lobbyist for an agency may elect to register and report as provided in RCW 42.17A.600, .610, .615 and .630. An agency so choosing must notify PDC of that fact and obtain necessary reporting forms and instructions.

[Ch. 390-20 WAC p. 22] (1/25/16)

NON-PUBLIC FUNDS ATTACHMENT							
Agency or Governmental Entity Name			Report for calendar quarter end	ng			
			Month Year				
Expenditures over \$25 of non-public fun	ds						
Name of Lobbyist:							
Date	Source of funds	Person on Wh	nom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							
Date	Source of funds	Person on W	/hom Funds Spent	Amount			
Purpose:							

[Ch. 390-20 WAC p. 23]

Agency or Govern	nmental Entity Name	Report for calendar quart	er ending
• ,	·	Month Year	Ü
Date	Name	,	Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			
Date	Name		Amount
Purpose			

[Ch. 390-20 WAC p. 24] (1/25/16)

TRAVEL A	TTACHMENT			L-5
Agency or Governr	nental Entity Name		Report for calendar qua	rter ending
Data	Name	Vandar Nassa	Month Year	A
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				
Date	Name	Vendor Name		Amount
Purpose				

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-120, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17.370(1). WSR 12-01-031, § 390-20-120, filed 12/13/11, effective 1/13/12. Statutory Authority: RCW 42.17.370. WSR 09-01-068, § 390-20-120, filed 12/12/08, effective 1/12/09. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-20-120, filed 1/4/02, effective 2/4/02; WSR 85-24-020 (Order 85-05), § 390-20-120, filed 11/26/85; WSR 80-02-106 (Order 80-02), § 390-20-120, filed 1/24/80. Statutory Authority: RCW 42.17.160(4) and 42.17.370(1). WSR 78-08-061 (Order 100), § 390-20-120, filed 7/24/78; Order 94, § 390-20-120, filed 10/31/77; Order 77, § 390-20-120, filed 6/2/76; Order 62, § 390-20-120, filed 8/26/75.]

(1/25/16) [Ch. 390-20 WAC p. 25]

WAC 390-20-125 Forms for registration and reporting by sponsors of grass roots lobbying campaigns. The official form for registration and reporting by sponsors of grass roots lobbying campaigns as required by RCW 42.17A.640 is designated "L-6," revised 12/14. Copies of this form are available on the commission's web site, pdc.wa.gov, and at the Commission Office, Room 206, Evergreen Plaza Building, Olympia, Washington 98504-0908. Any attachments shall be on 8-1/2" x 11" white paper.

	PUBLIC	G	OSURE COMMISSION 711 CAPITOL WAY RM 206 PO BOX 40908 OLYMPIA WA 98504-0908 (360) 753-1111 TOLL FREE 1-877-601-2828	GRASS ROOTS LOBBYING	PDC FORM <b>L-6</b> (12/14)	THIS SPACE FOR OFFICE USE	
Sp	onsor's na	me					
Ad	dress						
Cit	y		State	Zip Teleph	one ) -		
	any.	incipal offic	cers of the group or organization if the sp	is conducted. Include bill, rule, rate, standard processing the standard process on the standard process on the standard process of the standard proce	olitical	2. This report covers:  Registration (initial report)  Monthly report From To Final report (Campaign is ended)	
4.	<ol> <li>Who is organizing or managing the campaign? List persons or firms hired to assist in the campaign, including public relations and advertising agents.         NAME AND ADDRESS OCCUPATION OR BUSINESS TERMS OF COMPENSATION     </li> </ol>						
5.	1.	Previous	Or Incurred In The Campaign: expenditures (from line 4, last L-6 report)			_\$	
	2.		s this reporting period:	_\$_		<u> </u>	
		Α.	Radio			<u> </u>	
		В.	Television			_	
		C.	Newspapers, magazines			<u> </u>	
		D.	Brochures, signs			<u> </u>	
		E.	Printing and mailing			<u> </u>	
		F.	Consultants, public relations			<del></del>	
		G.	Office expense, travel, salaries			<u> </u>	
		H.	Contributions	_			
		I.	Entertainment				
		J.	Other expenses				
	3.	Total exp	enditures this period (lines 2a-2j)			\$	
	4.	Total exp	enditures in the campaign (lines 1 + 3)			\$	
						Continue On Reverse	

[Ch. 390-20 WAC p. 26] (1/25/16)

Pa	nge 2			L-6			
Spo	vers:						
6.	Contributions:						
	List each person or organization who has contrib <b>NAME</b>	buted \$25 or more during this	ADDRESS, CITY, ZIP	AMOUNT			
				\$			
List	Total Amount From Any Attached Pages			\$			
	al Amount Received In Contributions Less Than \$25			·			
Tot	al Contributions This Period						
Tot	al Contributions During The Campaign						
	RTIFICATION: I hereby certify under penalty of perjume and title	ry that the information conta	ined in this report is true and correct Signature	to the best of my knowledge.  Date			
INGI	ne and the		Signature	Date			
		INSTRUCTION	ONE				
	INSTRUCTIONS						
	INSTRUCTIONS  WHO SHOULD FILE THIS FORM: Any person making grass roots lobbying expenditures not reported by a registered lobbyist, a candidate, or a political committee exceeding \$1,400 in the aggregate in any three month period or exceeding \$700 in the aggregate in any one month in presenting a program addressed to the public, a substantial portion of which is intended, designed, or calculated primarily to influence state legislation.  FILING DEADLINE: Within 30 days after becoming a sponsor of a grass roots lobbying campaign. Thereafter, sponsors file monthly reports on the 10th of the month covering the preceding calendar month. Termination notice is to accompany the final monthly report.						
		Public Disclosure Co	ommission				
	SEND REPORT TO:	711 Capitol Way, Rn					
		PO Box 40908 Olympia, WA 98504	1-0908				
	QUESTIONS:	CALL (360) 753-111	1, OR TOLL FREE 1-877-601-2828				

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-125, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-125, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-20-125, filed 1/4/02, effective 2/4/02. Statutory Authority: RCW 42.17.370. WSR 90-16-083, § 390-20-125, filed 7/31/90, effective 8/31/90. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-125, filed 11/26/85; Order 62, § 390-20-125, filed 8/26/75.]

(1/25/16) [Ch. 390-20 WAC p. 27]

WAC 390-20-130 Forms for statement of employment of legislators, state officers, and state employees. The official form for statement of employment of legislators, state officers, and state employees as required by RCW 42.17A.645 is designated "L-7" revised 2/16. Copies of this form are available on the commission's web site, www.pdc.wa.gov, and at the Commission Office, Room 206, Evergreen Plaza Building, Olympia, Washington 98504-0908. Any paper attachments shall be on 8-1/2" x 11" white paper.

PUBLIC DISCLOSURE COMMISSION 711 CAPITOL WAY RM : PO BOX 40908 OLYMPIA WA 98504-09 (360) 753-1111 TOLL FREE 1-877-601-2	2828 2/16	EMPLO	TO BE FILED DYERS OF STATE STATE OFFICE STATE EMPLO	LEGISLATORS RS OR				
EMPLOYER'S NAME AND BUSINESS ADDRES	SS		THIS SPACE FOR OFFICE USE					
			POSTMARK	DATE RECEIVED				
DATE PREPARED:	_	AMENDS REPLACES	PREVIOUS FILING PREPARED (DATE)					
ITEM 1  NATURE OF EMPLOYMENT BY REPORTING EMPLOYER 2								
3 AMOUNT AND NATURE OF PAY O	R CONSIDERATION							
ITEM 4 NATURE OF STATE OFFICE OR EM	MPLOYMENT							

INSTRUCTIONS	CERTIFICATION: I hereby certify under oath, that the above is a true, complete and correct statement in accordance with RCW 42.17A.645.		
WHO SHOULD FILE THIS FORM: Any person registered or required to be registered as a lobbyist under this act or any employer of any person registered or required to be registered as a lobbyist under this act, who employs a member of the legislature, an employee of the legislature, a member of a state board or commission, or a full time state employee, if that employee remains partially	SIGNATURE		
employed by the state.			
FILING DEADLINE: Within 15 days after commencement of employment.		DATE	
FORM TO BE SUBMITTED TO: Public Disclosure Commission.	TITLE	DATE	

#### **EXCERPT FROM PUBLIC DISCLOSURE LAW**

RCW 42.17A.645 — Employment of legislators, board or commission members, or state employees -- Statement, contents. If any person registered or required to be registered as a lobbyist, or any employer of any person registered or required to be registered as a lobbyist, employs a member or an employee of the legislature, a member of a state board or commission, or a full-time state employee, and that new employee remains in the partial employ of the state, the new employer must file within fifteen days after employment a statement with the commission, signed under oath, setting out the nature of the employment, the name of the person employed, and the amount of pay or consideration.

[Statutory Authority: RCW 42.17A.110 and 2015 c 72. WSR 16-04-027, § 390-20-130, filed 1/25/16, effective 2/25/16. Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-130, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370. WSR 05-11-002, § 390-20-130, filed 5/4/05, effective 6/4/05. Statutory Authority: RCW 42.17.370(1). WSR 02-03-018, § 390-20-130, filed 1/4/02, effective 2/4/02; WSR 85-24-020 (Order 85-05), § 390-20-130, filed 11/26/85; Order 62, § 390-20-130, filed 8/26/75.]

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- WAC 390-20-140 Loss of RCW 42.17A.610 exemptions. (1) For the purpose of determining compliance with RCW 42.17A.650, a lobbyist's employer shall be responsible for the applicability of all of the exemptions provided in RCW 42.17A.610 to any lobbyist the employer employs, pays, or agrees to pay.
- (2) The commission recognizes that a lobbyist who initially intends in good faith to utilize the "casual lobbying" exemption from registration and reporting which is provided in RCW 42.17A.610(4) may thereafter become ineligible for that exemption, thus violating RCW 42.17A.600 and/or 42.17A.615 by not having registered and/or reported within the prescribed time periods.
- (3) The commission shall not commence enforcement proceedings against a lobbyist or his or her employer in circumstances described in subsection (2) of this section if the lobbyist:
- (a) Registers pursuant to RCW 42.17A.600 before doing any lobbying in excess of the exemption limitations in RCW 42.17A.610(4); and
- (b) Files a report on Form L-2 when next due under RCW 42.17A.615, which report includes all reportable information for the lobbying activities cumulatively causing the exemption limitations to be reached.
- (4) The duty under RCW 42.17A.655(1) of a person required to register as a lobbyist to obtain and preserve all records necessary to substantiate required financial reports shall include such records of all activities which cumulatively cause the RCW 42.17A.610(4) exemption limitations to be reached and exceeded.
- (5) A lobbyist whose only compensation or other consideration for lobbying is payment of or reimbursement for expenditures not required to be reported per RCW 42.17A.-615 (3)(a) through (d), does not qualify for exemption from registration and reporting per RCW 42.17A.610(4).

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-140, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-140, filed 11/26/85; WSR 82-14-016 (Order 82-04), § 390-20-140, filed 6/28/82. Statutory Authority: RCW 42.17.160(4) and 42.17.370(1). WSR 78-07-038 (Order 99), § 390-20-140, filed 6/26/78.]

- WAC 390-20-141 Registration and reporting required when a lobbyist employs another lobbyist. (1) If a registered lobbyist employs another lobbyist to perform lobbying activities in excess of the exemptions specified in RCW 42.17A.600(2) or 42.17A.610 then such registered lobbyist is also an employer of a registered lobbyist.
- (2) Any person who becomes an employer of a registered lobbyist under such circumstances must (a) confirm such employment on the employee's L-1 registration statement; (b) in a written instrument filed with such employee's L-1 registration statement identify which clients the employee is authorized to represent; (c) file an annual L-3 report as an employer of a registered lobbyist; and (d) continue to file monthly L-2 reports as a registered lobbyist.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-141, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 86-14-056 (Order 86-05), § 390-20-141, filed 6/27/86.]

WAC 390-20-143 Application of lobbying provisions to organizations. (1) A lobbyist other than a natural person

- shall be deemed to have properly restricted its lobbying activities and is eligible for the RCW 42.17A.610(5) "casual lobbying" exemption during any three-month period in which its agents or employees do not make an expenditure of more than thirty-five dollars for or on behalf of legislators, state elected officials, public officers or employees of the state of Washington.
- (2) A lobbyist other than a natural person which does sponsor or coordinate or directly make unreported expenditures exceeding thirty-five dollars during a three-month period, as fully described in subsection (1) of this section, must register and report as required by RCW 42.17A.600 and 42.17A.615: Provided, That it can satisfy these requirements by having an individual agent (a) register and reports as a lobbyist, and (b) include as part of Form L-2 a report of these and all other lobbying expenditures made on behalf of the nonnatural person during that three-month period.
- (3) An entity, including but not limited to a law firm, consulting firm, advertising agency, or other similar organization, which receives or expects to receive compensation for lobbying from any person, must register and report as a lobbyist pursuant to RCW 42.17A.600 and 42.17A.615: Provided, That membership dues or contributions to a nonprofit organization made for the purpose of promoting a general interest and not in return for lobbying on behalf of any specific member or contributor shall not be regarded as compensation for this purpose. Registration statements and reports shall list as the lobbyists both the firm or organization and each individual acting on its behalf. The person paying the compensation shall report under RCW 42.17A.630 as a lobbyist's employer.

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-143, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-143, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-143, filed 11/26/85. Statutory Authority: RCW 42.17.160(4) and 42.17.370(1). WSR 78-07-038 (Order 99), § 390-20-143, filed 6/26/78.]

- WAC 390-20-144 Registration and reporting by lobbyist organizations. (1) Any firm, company, association or similar organization required to register as a lobbyist shall file one registration statement (PDC Form L-1) for each employer for whom the organization will lobby.
- (a) The lobbying organization will attach to the registration statement a photo and the biographical information required by RCW 42.17A.605 (page 3 of the L-1 Form) for each individual agent of the organization who is authorized to lobby for that particular employer.
- (b) If the agent is authorized to lobby for several employers, only one photo and biographical sheet need be submitted.
- (c) The organization will notify the commission in writing when there is any change in the employment or assignment of agents who lobby.
- (2) One monthly expenditure report (PDC Form L-2) shall be submitted showing all expenditures made by the organization and its agents. It is unnecessary to prorate or attribute expenditures to individual agents of the organization. However, expenditures for entertainment exceeding fifty dollars per occasion shall identify the individual agent(s) who were present at the occasion. The L-2 report shall be

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signed by the president or chief executive officer of the lobbying organization.

(3) If any individual agent of the organization ceases to lobby or the organization terminates that agent's authority to lobby, the organization shall notify PDC in writing or by notation on the L-2 report of the termination.

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-144, filed 7/3/14, effective 12/1/14. Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-144, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-144, filed 11/26/85; WSR 81-18-043 (Order 81-03), § 390-20-144, filed 8/28/81; WSR 81-03-001 (Order 80-08), § 390-20-144, filed 1/8/81.]

- WAC 390-20-145 Reporting of lobbying events. (1) A meeting or other gathering of individuals for which lobbying is a purpose or reasonably foreseeable result shall be reportable by or on behalf of the sponsoring person in accordance with WAC 390-20-143 and other applicable provisions of law: Provided, That the executive director is authorized to state in writing how all reportable information relative to a particular gathering shall be reported on Form L-2 whenever the application of the appropriate provisions of law is unclear to the reporting person, and this interpretation shall be reviewed and approved, modified or rejected by the commission at its next regular or special meeting.
- (2) Any other lobbyist reporting such a gathering may incorporate by reference in his Form L-2 a Form L-2 which is filed on the sponsor's behalf and which reports the gathering in accordance with applicable provisions of law, including WAC 390-20-143(2) and subsection (1) of this rule.

[Statutory Authority: RCW 42.17.370(1). WSR 85-24-020 (Order 85-05), § 390-20-145, filed 11/26/85. Statutory Authority: RCW 42.17.160(4) and 42.17.370(1). WSR 78-07-038 (Order 99), § 390-20-145, filed 6/26/78.]

WAC 390-20-146 Reporting of field trips and other excursions. (1) All persons required to file reports pursuant to RCW 42.17A.615 who provide field trips or other excursions to elected and appointed officials, and other individuals required to file the Personal Financial Affairs Statement (PDC Form F-1) shall file, on the appropriate monthly L-2 or L-2 Memo Report, the identity of persons attending the field trip or other excursion along with the date, pro rata cost, and a brief description of the field trip or other excursion.

(2) All persons required to file pursuant to RCW 42.17A.710 who attend a field trip or other excursion paid for or provided by a lobbyist, lobbyist employer, or other person paying for or providing field trips or other excursions shall report the date, name of the person paying for or providing the field trip or excursion, pro rata cost attributable to the filer, applicable code value, and a brief description of the field trip or other excursion as part of the F-1 statement that covers the date of the field trip or other excursion.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-146, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). WSR 00-22-059, § 390-20-146, filed 10/27/00, effective 11/27/00.]

WAC 390-20-148 Lobbyist direction or control of employer contributions. For purposes of RCW 42.17A.460, a lobbyist shall be deemed to be exercising direction or control over the choice of the recipient state office candidate, state official against whom recall charges have been filed or a political committee if the lobbyist:

- (1) Officially decides to which state office candidates, state officials against whom recall charges have been filed or political committees the lobbyist employer or the employer's political committee contributes; or
- (2) Has the ability, on his or her own initiative, to execute or authorize payment of a contribution by the lobbyist employer or the employer's political committee to a state office candidate, a state official against whom recall charges have been filed or a political committee.

[Statutory Authority: RCW 42.17A.110. WSR 12-03-002, § 390-20-148, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.390. WSR 94-11-016, § 390-20-148, filed 5/5/94, effective 6/5/94.]

WAC 390-20-150 Changes in dollar amounts. Pursuant to the commission's authority in RCW 42.17A.125(2) to revise the monetary reporting thresholds found in chapter 42.17A RCW to reflect changes in economic conditions, the following revisions are made:

Statutory Section	subject Matter	Amount and Date Enacted or Last Revised	Revision Effective December 1, 2014
.600 (1)(i)	Lobbyist employer's members or funders	\$500 (1973)	\$1,450
.610(5)	Casual lobbying threshold	\$25 (1982)	\$35
.615 (2)(a)	Itemize entertain- ment expenditures	\$25 (1978)	\$50
.630 (2)(a)	Contributions dis- closed by lobbyist employer on monthly report (L- 3c)	\$100 (1990)	\$110
.635 (5)(d)(v)	Nonpublic funds spent on gifts pro- vided by public agency	\$15 (1979)	\$25
.640(1)	Grass roots lobbying	\$500/ \$1,000 (1985)	\$700/ \$1,400

[Statutory Authority: RCW 42.17A.110 and 42.17A.125. WSR 14-15-015, § 390-20-150, filed 7/3/14, effective 12/1/14.]

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