

courts, including records involving attorney-client communications between the department and the office of the attorney general privileged under RCW 5.60.060(2);

(14) The central registry of reported cases of child abuse or abuse of developmentally disabled persons to the extent required by RCW 26.44.070;

(15) Records of patients and inmates of state institutions to the extent required by RCW 72.01.290;

(16) Records concerning applicants or recipients of support enforcement activities, as required by 45 C.F.R. 302.18;

(17) Nursing home records, to the extent required by RCW 18.51.190 and 70.124.010;

(18) Competitive contract procurement instruments, such as a request for proposals or an invitation for bids, prior to their release to potential bidders; proposals and bids received in response to competitive contract procurement instruments until either the public opening of bids or, for proposals, the contractor and the department have signed the contract, pursuant to RCW 43.20A.050. [Statutory Authority: RCW 42.17.250 through 42.17.340. 81-06-001 (Order 1609), § 388-320-220, filed 2/19/81.]

WAC 388-320-225 Qualifications on nondisclosure.

(1) To the extent that nondisclosable information can be deleted from the specific records sought, the remainder of the records shall be disclosable.

(2) No exemptions shall be construed to require nondisclosure of statistical information not descriptive of identifiable persons, as required by RCW 42.17.310(2).

(3) Inspection and copying of any specific records otherwise nondisclosable is permissible pursuant to an order of the superior court enforcing a subpoena in accordance with the provisions of RCW 42.17.310(3), or an order of the office of hearings enforcing a subpoena.

(4) Upon written request of a person who has been properly identified as an officer of the law with a felony arrest warrant or a properly identified United States immigration official with a warrant for an illegal alien the department shall disclose to such officer or official the current address and location of the person described in the warrant, as required by RCW 74.04.062.

(5) Any person may inquire of the department whether a named individual is a recipient of welfare assistance in accordance with RCW 74.04.060.

(6) Any records of the department may be made accessible for research purposes provided that the research complies with the guidelines published by the department in response to 45 C.F.R. 46 or other applicable state and federal law. [Statutory Authority: RCW 42.17.250 through 42.17.340. 81-06-001 (Order 1609), § 388-320-225, filed 2/19/81.]

WAC 388-320-230 Visitation rights of parents.

(1) Upon written request of a parent who has been awarded visitation rights or legal custody, the public disclosure coordinator shall disclose to such parent the current address of his or her natural or adoptive child(ren) if they

are currently receiving financial aid from the department as shown by the warrant roll, or receiving nonassistance support enforcement services. Information supplied to a parent by the department shall be used only for purposes directly related to the visitation or custody provisions of the court order. No parent shall disclose such information to any other person except for the purpose of enforcing visitation or custody provisions of the court order.

(2) A request for an address shall be accompanied by a copy of the appropriate court order awarding visitation or custody, and the requesting parent shall state in his or her written request that the accompanying order has not been subsequently modified or amended.

(3) Information shall be released only upon satisfactory evidence of the identity of the party, but this provision is waived where the request is made by an attorney at law representing the parent. [Statutory Authority: RCW 42.17.250 through 42.17.340. 81-06-001 (Order 1609), § 388-320-230, filed 2/19/81.]

WAC 388-320-235 Disclosure for program purposes.

(1) For purposes directly connected with the administration of department programs, information shall be disclosed between different offices of the department, unless prohibited by 45 C.F.R. 205.50 or other law.

(2) For purposes directly connected with the administration of department programs, information may be disclosed by the department to outside agencies, unless disclosure is prohibited by law.

(3) Outside agencies receiving information pursuant to (2) of this section shall be thereby subject to the same standards of disclosure as are required of the department. [Statutory Authority: RCW 42.17.250 through 42.17.340. 81-06-001 (Order 1609), § 388-320-235, filed 2/19/81.]

WAC 388-320-240 Disclosure for other than program purposes.

To the extent not otherwise prohibited or authorized by law, inquiries from agencies outside the department will be honored only if written and only if the client's authorization is included with the request. [Statutory Authority: RCW 42.17.250 through 42.17.340. 81-06-001 (Order 1609), § 388-320-240, filed 2/19/81.]

Title 390 WAC

PUBLIC DISCLOSURE COMMISSION

Chapters

390-05	General policies and definitions.
390-12	Administrative procedures.
390-14	Access to public records.
390-16	Forms for campaign financing reporting-- Contributions.
390-20	Forms for lobbying reports, elected officials and legislators.
390-37	Enforcement procedures--Investigative hearings.

Chapter 390-05 WAC
GENERAL POLICIES AND DEFINITIONS

WAC

390-05-300 Suspension of reporting requirements.
390-05-305 Petition for disclosure—Form.

WAC 390-05-300 Suspension of reporting requirements. From the effective date of chapter 60, Laws of 1982, until January 1, 1986, the following reporting requirements are suspended in jurisdictions with less than one thousand registered voters as of the date of the most recent general election in the jurisdiction:

(1) The F-1 financial reports of public officials required by RCW 42.17.240 and WAC 390-24-010, 390-24-020 and 390-24-025;

(2) The L-5 public agency lobbying report required by RCW 42.17.190 and WAC 390-20-120;

(3) The C-1 through C-4 campaign finance reports required for ballot issues by RCW 42.17.040 through 42.17.090 and WAC 390-16-011, 390-16-031, 390-16-036, 390-16-041, and independent campaign expenditure reports (C-6) required for ballot issued by RCW 42.17.100 and WAC 390-16-050: *Provided*, That reporting requirements shall be reinstated by order of the commission at its next regular or special meeting if:

(a) A certified "petition for disclosure" containing the valid signatures of five percent of the number of registered voters of the jurisdiction as of the date of the most recent general election in the jurisdiction is filed with the commission; or

(b) The jurisdiction has by ordinance, resolution or other official action petitioned the commission to void the suspension with respect to elected officials, candidates and ballot propositions for the jurisdiction.

If reporting requirements are reinstated by petition, the commission shall promptly notify all known affected candidates and incumbent elected officials of their duty to file disclosure reports. Such individuals and committees shall be ordered to file the required statements within thirty days of the commission order. [Statutory Authority: RCW 42.17.370(1), 82-16-032 (Order 82-05), § 390-05-300, filed 7/28/82.]

WAC 390-05-305 Petition for disclosure—Form.

(1) A petition for disclosure shall be legible, on 8-1/2 x 11" paper and shall include the following information:

(a) The name of the jurisdiction;

(b) The legibly printed name and address and the legal signature of at least a sufficient number of voters. If the jurisdiction is in more than one county, the county of residence shall also be indicated. A sufficient number of voters is five percent of the number of registered voters in the jurisdiction as of the date of the most recent general election in the jurisdiction.

(c) A request that public disclosure be required.

(d) The names and addresses of all known candidates and ballot proposition committees in the jurisdiction who will be required to report.

(2) The petition shall be verified and certified by the auditor or elections officer of the county or counties in

which the jurisdiction is located. The signatures shall be verified by comparing the signature on the petition to the signature on the voter registration roll. The auditor shall place his seal on each verified page of the petition in order to certify it to the commission.

(3) A suggested form for the petition is:

"We, the undersigned citizens and registered voters of _____ (name of jurisdiction), request that the Public Disclosure Commission cancel the disclosure suspension in _____ (name of jurisdiction)."

(4) A suggested form for the petition of a jurisdiction by ordinance, resolution or other official action is:

"We, the _____ (governing board) of _____ (name of jurisdiction) request that the Public Disclosure Commission cancel the disclosure suspension in _____ (name of jurisdiction). This request is made pursuant to chapter 60, Laws of 1982 and WAC 390-05-305(4)."

[Statutory Authority: RCW 42.17.370(1), 82-16-032 (Order 82-05), § 390-05-305, filed 7/28/82.]

Chapter 390-12 WAC
ADMINISTRATIVE PROCEDURES

WAC

390-12-010 Public disclosure commission—Regular meetings.
390-12-250 Declaratory rulings—Petition requisites—Consideration—Disposition.
390-12-255 Petitions for rulemaking, amendment or repeal—Form—Consideration—Disposition.

WAC 390-12-010 Public disclosure commission—Regular meetings. Pursuant to section 7, chapter 250, Laws of 1971 ex. sess. and RCW 42.30.070, regular meetings of the public disclosure commission shall be held on the fourth Tuesday of each calendar month at 9:00 a.m. except November and December when they shall be held on the third Tuesday. The meetings shall be held at a place designated by the chairman of the commission. [Statutory Authority: RCW 42.17.370(1), 82-05-001 (Order 82-01), § 390-12-010, filed 2/4/82; 80-06-119 (Order 80-06), § 390-12-010, filed 5/30/80; 79-10-070 (Order 79-06), § 390-12-010, filed 9/19/79; Order 62, § 390-12-010, filed 8/26/75; Order 14, § 390-12-010, filed 7/31/73.]

WAC 390-12-250 Declaratory rulings—Petition requisites—Consideration—Disposition. (1) Any person may submit a petition for a declaratory ruling pursuant to RCW 34.04.080 in any form so long as it

(a) clearly states the question the declaratory ruling is to answer, and

(b) provides a statement of the facts which raise the question.

(2) The administrator may conduct an independent investigation in order to fully develop the relevant facts.

(3) The administrator will present the petition to the commission at the first meeting when it is practical to do so and will provide the petitioner with at least five days

notice of the time and place of such meeting. Such notice may be waived by the petitioner.

(4) The petitioner may present additional material and/or argument at any time prior to the issuance of the declaratory ruling.

(5) The commission may issue either a binding or a nonbinding ruling or decline to issue any ruling.

(6) The commission may decide that a public hearing would assist its deliberations and decisions. If such a hearing is ordered, it will be placed on the agenda of a meeting and at least five days notice of such meeting shall be provided to the petitioner.

(7) If a ruling is to be issued, the petitioner shall be provided a copy of the proposed ruling and invited to comment.

(8) The declaratory ruling cannot be a substitute for a compliance action and is intended to be prospective in effect.

(9) The commission will decline to consider a petition for a declaratory ruling or to issue a ruling when (a) the petition requests advice regarding a factual situation which has actually taken place, or (b) when a pending investigation or compliance action involves a similar factual situation. [Statutory Authority: RCW 42.17.370(1). 81-18-043 (Order 81-03), § 390-12-250, filed 8/28/81.]

WAC 390-12-255 Petitions for rulemaking, amendment or repeal--Form--Consideration--Disposition. (1) Any person may submit a petition requesting the promulgation, amendment or repeal of any rule by the commission pursuant to RCW 34.04.060.

(2) The petition for rulemaking should contain a draft of any proposed rule and any argument in favor of its adoption, but no particular form is necessary.

(3) The commission will consider the petition at its next regular meeting after its submission. The petitioner shall be given notice of the time of that meeting.

(4) Within 30 days after its consideration, the commission shall advise the petitioner that the petition has been denied, giving its reasons in detail, or initiate rule-making proceedings under RCW 34.04.025. [Statutory Authority: RCW 42.17.370(1). 81-18-043 (Order 81-03), § 390-12-255, filed 8/28/81.]

Chapter 390-14 WAC ACCESS TO PUBLIC RECORDS

WAC
390-14-030 Copying of public records.

WAC 390-14-030 Copying of public records. No fee shall be charged for the inspection of public records. The commission shall charge a fee of ten cents per page of copy for providing copies of public records maintained on paper. A fee of twenty-five cents per film shall be charged for copies of microfiche. These charges are the amounts necessary to reimburse the commission for its actual costs incident to such copying including the use of

the commission's copy equipment. [Statutory Authority: RCW 42.17.370(1). 82-18-031 (Order 82-06), § 390-14-030, filed 8/25/82; 82-05-001 (Order 82-01), § 390-14-030, filed 2/4/82; Order 62, § 390-14-030, filed 8/26/75.]

Chapter 390-16 WAC FORMS FOR CAMPAIGN FINANCING REPORTING--CONTRIBUTIONS

WAC	
390-16-011	Forms--Registration statement for candidates and political committees.
390-16-031	Forms for statement of contributions deposit.
390-16-035	Repealed.
390-16-036	Form for reporting fund raising events.
390-16-037	Purpose of campaign expenditures--Reporting.
390-16-041	Forms--Summary of total contributions and expenditures.
390-16-050	Forms for contributions and expenditures of political committees not domiciled in Washington state.
390-16-055	Filing reports for out-of-state committees.
390-16-060	Forms for campaign financing--Special reports.
390-16-062	Repealed.
390-16-115	Abbreviated campaign reporting--Conditions for granting use.
390-16-150	Mini campaign reporting.
390-16-155	Mini campaign reporting--Exceeding limitations.
390-16-207	In-kind contributions and expenditures--Reporting.
390-16-230	Surplus campaign funds--Use in future.
390-16-300	Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

390-16-035	Form C-3--Time for filing. [Order 87, § 390-16-035, filed 11/19/76; Order 62, § 390-16-035, filed 8/26/75; Order 20, § 390-16-035, filed 10/29/73.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 72.17.370(1).
390-16-062	Campaign financing--Special reports--Time for filing. [Order 67, § 390-16-062, filed 1/6/76; Order 62, § 390-16-062, filed 8/26/75.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 72.17.370(1).
390-16-300	Fund raising events--Time and place of filing form C-3A. [Order 84, § 390-16-300, filed 8/18/76.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 42.17.370(1).

WAC 390-16-011 Forms--Registration statement for candidates and political committees. Pursuant to the statutory authority of RCW 42.17.360(1), the official form for providing statement of organization by political committees as required by RCW 42.17.040, for designating campaign treasurer and depository as required by RCW 42.17.050, and for reporting information required to qualify for mini campaign finance reporting or abbreviated campaign finance reporting as permitted by RCW 42.17.370(7) and WAC 390-16-115, 390-16-120 or 390-16-150 is hereby adopted for use in reporting to the public disclosure commission. This form, revised 6/82, shall be designated as "C-1." This form may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504. Any attachments shall be on 8-1/2" x 11" white paper.

**REGISTRATION
CANDIDATES AND POLITICAL COMMITTEES**

C1	P M Date
	Recv. Date

1. Candidate or Committee Name (Do Not Abbreviate. Include Candidate's Full Name)

Address

City County Zip

2. Purpose of Committee Office Sought: District, County or City Position No.

Candidate's Committee

Political Party, Central Committee, District Club, etc. YES NO Are you supporting entire party ticket? If no, attach a list of candidates you support

Ballot Committee (Initiative, Bond, Levy, Recall, etc.) Ballot Number FOR AGAINST Name or description of ballot measure:

Political Action Committee. If committee is associated with a business, association, labor union, or similar organization, list name:

Other. Explain on attached sheet.

3. Political Party (If partisan office or committee) 4. Date of General or Special Election 5. Is committee a continuing organization? (more than one election) YES NO

6. REPORTING SYSTEM TO BE USED. CHOOSE ONE. If no box is checked, you are obligated to use Option III, Full Reporting.

Option I MINI REPORTING (For candidates only—Not available to political committees) I will limit contributions or expenditures during this campaign to my filing fee of \$ plus no more than \$200 which includes charges for the voters pamphlet. I will accept no contribution over \$100 from any single source.

Option II ABBREVIATED REPORTING (For candidates and political committees). I (this committee) will use the Abbreviated Reporting System. I (we) will limit aggregate contributions and aggregate expenditures to \$1,000 and will accept no contribution over \$100 from a single source except from the candidate's personal funds.

Option III FULL REPORTING (For candidates and political committees). I (this committee) will use the Full Reporting System.

7. Committee Treasurers Name. (Candidate may be treasurer.) (List deputy treasurers on attached sheet.) Daytime Phone no.

Address City State Zip

8. Committee's Principal Officers. List name, address and title.

9. Campaign Bank or Depository. (See instructions for additional bank or accounts.) Account Number or Name

Address or Branch City State Zip

10. Related or affiliated committees. List name, address and relationship.

11. Place where campaign records are open for public inspection last eight days before election. (Two hours daily between 8 AM - 8 PM, Monday - Friday.) Street Address (Do not use a Post Office Box Number) Hours

12. Statement as to distribution of any surplus campaign funds after the campaign or in the event of dissolution of committee. (Distribution must be reported as an expenditure on C-4 report.)

Return to contributors Reimburse candidate for loans or lost earnings (substantiation must accompany C-4 which reports payment.)

Donate to registered charity Donate to State General Fund

Hold for future election campaign Other; Specify:

Give to other candidates or committee

13. Fair campaign practices. I have read the Code of Fair Campaign Practices.

I (We) will voluntarily comply with the principles of the Code.

I (We) do not choose to subscribe to some or all of the provisions of the Code.

14. CERTIFICATE: I certify that the above information is true, complete and correct.

Candidate's Signature Date Committee Treasurer's Signature Date

PUBLIC DISCLOSURE COMMISSION
 403 EVERGREEN PLAZA—FJ-42
 OLYMPIA, WASHINGTON 98504
 PHONE: 206-753-1111

PDC FORM
C-1
 REV. 9/82

**REGISTRATION STATEMENT
 FOR CANDIDATES AND
 POLITICAL COMMITTEES**

INSTRUCTIONS

(1982 amendments are incorporated)

Please consult PDC instruction booklets or RCW 42.17 and WAC 390-16 when completing this report. If you have questions, call or write PDC (telephone 206-753-1111).

WHO MUST REPORT

Candidates who run for office where there are 5,000 or more registered voters or the office includes an entire county. Political committees which support or oppose those candidates. Committees which support or oppose a statewide ballot proposition or a ballot proposition in any town or district with 1000 or more registered voters must report.

WHEN TO REPORT

Starting registration

When becoming a candidate, forming a committee, filing a ballot proposition. If you expect to receive contributions or make expenditures, publicly announce a candidacy, file for office, or reserve space or facilities you must report.

Within 2 weeks

When changes to original C-1 occur

Within 10 days

Continuing committees using abbreviated reporting.

Each January
 in addition to above

WHERE TO REPORT

Send original to:

Public Disclosure Commission
 403 Evergreen Plaza
 Olympia, WA 98504

Send copies to:

County Elections Dept. (or County Auditor)
 Candidates—County where candidate lives
 Committees—County where headquarters is located

REPORTING OPTIONS:

Option I. (MINI) Used by candidates who anticipate a small campaign, spending no more than \$200 plus any filing fee for the office. The expenditure limit includes money spent by the candidate from personal funds. No one except the candidate may contribute more than \$100 to a campaign using mini reporting.

Option II. (ABBREVIATED) Used by candidates or committees who will spend no more than \$1,000 during a campaign or calendar year. The \$1,000 maximum includes the candidates own expenditures. No contribution may be over \$100 except a candidates own funds.

Option III. (FULL) Larger campaigns and committees report in detail contributions and expenses. There are no dollar limits on contributions or expenditures.

See instruction booklets for a full explanation of all reports required with each option.

OTHER REPORTS:

F-1 (financial affairs statement) Candidates file this report within two weeks of candidacy.

C-3 and C-3A (bank deposits) used with FULL reporting only.

C-4 (summary of total contributions and expenditures) Not used with MINI reporting. See PDC instruction booklets for times required with ABBREVIATED and FULL Reporting.

FAIR CAMPAIGN PRACTICES CODE

This is a voluntary code adopted by PDC to guide candidates and committees concerning fair campaign practices. You are urged to subscribe to and abide by these ethical standards. The codes are printed in PDC instruction booklets.

C-1 BACK (rev. 9/82) -182-

[Statutory Authority: RCW 42.17.370(1). 82-11-026 (Order 82-03), § 390-16-011, filed 5/10/82; 82-02-007 (Order 81-04), § 390-16-011, filed 12/28/81; Order 91, § 390-16-011, filed 7/22/77; Order 62, § 390-16-011, filed 8/26/75; Order 60, § 390-16-011, filed 7/16/75.]

WAC 390-16-031 Forms for statement of contributions deposit. Pursuant to the statutory authority of

RCW 42.17.360(1), the official form for statement of contributions deposit as required by RCW 42.17.080(3) is hereby adopted for use in reporting to the public disclosure commission. This form, revised 6/82, shall be designated as "C-3." This form may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504. Any attachments shall be on 8-1/2" x 11" white paper.

BANK DEPOSITS AND CASH RECEIPTS

C3	P M Date
	Recv. Date
	P D C O M M I S S I O N

Candidate or committee name (Do not abbreviate. Use candidate's full name.)

Address

City

County

Zip

MONETARY CONTRIBUTIONS RECEIVED

1. MONETARY CONTRIBUTIONS DEPOSITED IN ACCOUNT

Date Received	Contributor's Name	Address, City, Zip <small>Please type or print clearly in Ink.</small>	Amount	Total contributions by this person during campaign or year
		Anonymous or unidentified	_____	_____
		Candidate's personal funds	_____	_____
	Small contributions not itemized below and (optional) number of persons giving _____ (persons)		_____	_____
	Contributions \$25 or more (itemize)		_____	_____
		Amount from attached pages	_____	
		Sub-total	_____	

Check here if additional pages are attached

2. LOANS, NOTES OR SECURITY AGREEMENTS RECEIVED
Enter total amount here and on attached page show the date of the agreement, creditor's name and address, the person or persons liable, and the nature of the agreement (e.g., interest, repayment terms.) _____

3. MISCELLANEOUS CASH RECEIPTS (INTEREST, REFUNDS, OTHER)
Enter total amount here and on attached page show the date of receipt, source of the money, address, and an explanation of the receipt. _____

4. TOTAL FUNDS RECEIVED AND DEPOSITED OR CREDITED TO ACCOUNT
Sum of parts 1, 2 and 3 above. Enter this amount in line 1, Schedule A to C4. _____

This report includes contributions deposited on _____ (date) in _____ (name of bank)	CERTIFICATE: I certify that the information herein is true, correct and complete. _____ Treasurer's Signature Date
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PUBLIC DISCLOSURE COMMISSION
 403 EVERGREEN PLAZA—FJ-42
 OLYMPIA, WASHINGTON 98504
 PHONE: 206-753-1111

PDC FORM <div style="font-size: 2em; font-weight: bold; text-align: center;">C-3</div> REV. 6/82	BANK DEPOSITS AND CASH RECEIPTS
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INSTRUCTIONS

(1982 amendments are incorporated)

GENERAL INSTRUCTIONS

1. All contributions must be deposited in the campaign bank account.
2. Anonymous contributions (or those for which you do not have the contributors name and address) are limited to the larger of \$300 or 1% of the total contributions in a calendar year. This restriction does not apply to funds raised through retail sales or gambling activities and reported on PDC form C-3A.
3. A candidate's contributions or loans to the campaign are reported on C-3 form. Out of pocket expenditures are shown on C-4 Schedule B.
4. Contributions less than \$25 need not be itemized if you keep the contributors name and address on a separate, private list in your campaign records. Any person who contributes a total of \$25 or more during the campaign must be itemized.

WHO MUST REPORT

Treasurer of each candidate or committee who used FULL reporting option. Those who use MINI or ABBREVIATED reporting are not required to file this report.

WHEN TO DEPOSIT CONTRIBUTIONS

Deposit all contributions and cash receipts within five business days of receipt.

WHEN TO FILE C-3 REPORT

- More than four months before general or special election (before July 1 for general elections)—each time C-4 report is filed.
- Less than four months before general or special election (starting July 1 for general elections)—file C-3 the same day deposit is made.

WHERE TO REPORT

Send original to:

Public Disclosure Commission
 403 Evergreen Plaza —FJ-42
 Olympia, WA 98504

Send duplicate to:

County Elections Dept. (or County Auditor)
 Candidates—County where candidate lives
 Committees—County where committee head-
 quarters is located

Please see PDC instruction booklet for full reporting or RCW 42.17 and WAC 390-16 for further information and examples of reporting various contributions. If you need assistance call or write PDC (telephone 206-753-1111).

[Statutory Authority: RCW 42.17.370(1), 82-11-026 (Order 82-03), § 390-16-031, filed 5/10/82; 82-02-007 (Order 81-04), § 390-16-031, filed 12/28/81; 81-14-038 (Order 81-02), § 390-16-031, filed 6/29/81; Order 62, § 390-16-031, filed 8/26/75; Order 60, § 390-16-031, filed 7/16/75.]

WAC 390-16-035 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-16-036 Form for reporting fund raising events. Pursuant to the statutory authority of RCW 42.17.360(1), the official form for reporting fund raising events under the provisions of RCW 42.17.067, is hereby adopted for use in reporting to the public disclosure commission. This form, revised 6/82, shall be designated as "C-3A." This form may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504. Any attachments shall be on 8-1/2" x 11" white paper.

RETAIL SALES AND GAMBLING REPORT

Candidate or Committee Name (Do not abbreviate. Include candidate's full name.) _____ Address _____ City _____ County _____ Zip _____	C3A	P M Date _____ R E C E I V E D R e c v . D a t e _____ U S E
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1. Description of activity and methods used in raising funds

2. Location of event or activity (street & city) _____ Date(s) of Activity _____

3. Responsible leaders or organizers Name and Address _____ Title _____

4. List each person who contributed total goods or services worth \$25 or more (Do not report volunteer labor in conducting activity)

Name and Address	Item or Service Contributed	Item Value \$	Aggregate Contribution \$
<input type="checkbox"/> Check if additional pages are attached			

5. List each purchaser or player from whom a profit of \$25 or more was realized

Name and Address	Approximate Profit \$
<input type="checkbox"/> Check if additional pages are attached	

6. Excess goods not retained in inventory at completion of fund raising activity were disposed of in the following manner. If goods or supplies remaining exceed \$500 in retail value attach inventory listing each item or class valued in excess of \$25.

<p style="text-align: center;">CERTIFICATE</p> <p>I certify that the income resulting from the conduct of the activity is derived solely from either the retail sale of goods or services at prices which in no case exceed a reasonable approximation of the fair market value of each item or service sold at the activity, or a gambling operation which is licensed, conducted, or operated in accordance with the provisions of Chapter 9.46 RCW and at which in no case is the monetary value of any prize exceeded by the monetary value of any single wager which may be made by a person participating in such activity and the report is true and complete.</p> <p>_____ Candidate's Signature Date</p> <p>_____ Treasurer's Signature (if a political committee) Date</p>	<p style="text-align: center;">FINANCIAL STATEMENT</p> <p>RECEIPTS FROM SALES/WAGERS \$ _____</p> <p>LESS COST OF SALES/PRIZES _____</p> <p>GROSS PROFIT _____</p> <p>OPERATING EXPENSES</p> <p>EMPLOYMENT COSTS _____</p> <p>SUPPLIES _____</p> <p>RENT/UTILITIES _____</p> <p>TAXES/LICENSES _____</p> <p>PRINTING/ADVERTISING _____</p> <p>OTHER EXPENSES _____</p> <p>TOTAL OPERATING EXPENSES _____</p> <p>NET PROFIT (LOSS) _____</p> <p style="font-size: small;">Report profit in line 1, Schedule A to C-4 Report loss in line 4, Schedule A to C-4</p>
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PUBLIC DISCLOSURE COMMISSION
 403 EVERGREEN PLAZA —FJ-42
 OLYMPIA, WASHINGTON 98504
 PHONE: 206-753-1111

PDC FORM

C-3A
 REV. 6/82

**RETAIL SALE or
 GAMBLING REPORT**

INSTRUCTIONS

(1982 amendments are incorporated)

Please see PDC instruction booklet or RCW 42.17 and WAC 390-16 when completing this report. If you have questions, call or write PDC (telephone 206-753-1111).

GENERAL

The C-3A report is used to report income from the retail sale of goods and services at a fair market value or from licensed gambling activities.

Contributions or income reported on C-3A are not required to be itemized on the C-3 report.

Expenditures included in the financial statement on the C-3A should not again be itemized on Schedule A to C-4. To do so would mean reporting the expenditure twice.

If the activity results in a net profit, report that amount on line 2, Schedule A. If you have a net loss on the event, show that as an expenditure on line 4, Schedule A.

WHO MUST REPORT

Candidates and political committees which sponsor retail sales or gambling activities.

Note: Those using MINI or ABBREVIATED reporting options are not required to file a C-3A report.

WHEN TO REPORT

Funds must be deposited in the campaign account within five business days. The C-3A report is submitted the same day the deposit is made. For retail sales activities which last more than one week, a weekly report is required.

WHERE TO REPORT

Send original to:

Public Disclosure Commission
 403 Evergreen Plaza—FJ-42
 Olympia, WA 98504

Send duplicate to:

County Elections Dept. (or County Auditor)
 Candidates—County where candidate lives
 Committees—County where committee headquarters is located

[Statutory Authority: RCW 42.17.370(1). 82-11-026 (Order 82-03), § 390-16-036, filed 5/10/82; 82-02-007 (Order 81-04), § 390-16-036, filed 12/28/81; Order 84, § 390-16-036, filed 8/18/76.]

WAC 390-16-037 Purpose of campaign expenditures--Reporting. Any person required to report the "purpose" of an expenditure under RCW 42.17.090(1)(f), 42.17.090(1)(k)(viii), or 42.17.100(1)(e)(ii) shall (1) specifically identify any candidate(s) or ballot proposition(s) that are supported or opposed by the expenditure unless such candidate(s) or ballot proposition(s) have been previously identified in a statement of organization of the person required to be filed under RCW 42.17.040(2)(f) and 42.17.040(2)(g), and

(2) whenever an expenditure is made to a candidate or a political committee pursuant to an agreement or understanding of any kind regarding how the recipient will

use the expenditure, specifically describe that agreement or understanding, and

(3) specifically describe the goods and/or services to be provided by the recipient of the expenditure. [Statutory Authority: RCW 42.17.370(1). 82-05-001 (Order 82-01), § 390-16-037, filed 2/4/82.]

WAC 390-16-041 Forms--Summary of total contributions and expenditures. Pursuant to the statutory authority of RCW 42.17.360(1), the official forms for reports of contributions and expenditures by candidates and political committees as required by RCW 42.17.080 - 42.17.090 and WAC 390-16-120 are hereby adopted for use in reporting to the public disclosure commission. The form, revised 6/82, shall be designated as "C-4" and includes Schedules A, B, and C. These forms may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504. Any attachments shall be on 8-1/2" x 11" white paper.

CONTRIBUTION AND EXPENDITURE SUMMARY

C4				P M D O C M C - P H O T O C O M M I S S I O N	PM Date <hr/> Recv. Date
Candidate or Committee Name (Do not abbreviate. Include candidate's full name).					
Address					
City		County		Zip	
Report Period Covered	From: (last C-4)	To: (end of period)	Funds on hand at start of this report period:	Checking and Petty Cash \$	Savings Other \$
RECEIPTS			This Report Period	Total for Campaign or Year	
1. Previous total cash and in kind contributions (From line 8, last C-4) (If beginning a new campaign or calendar year, see instruction booklet)					
2. Cash received during this reporting period (From line 3, Schedule A)					
3. In kind contributions received during this reporting period (From line 1, Schedule B)					
4. Total cash and in kind contributions received (Line 2 plus 3)					
5. Loan repayments made during this period (From line 5, Schedule A)			(-)		
6. Corrections (From line 1 or 4 Schedule C) Show + or (-)			+		
7. Net contributions this period (Combine lines 4, 5, & 6) Show + or (-)				+	
8. Total cash and in kind contributions during campaign (Total lines 1 & 7)					
9. Total pledge payments due (From line 4, Schedule B)					
EXPENDITURES			This Report Period	Total for Campaign or Year	
10. Previous cash and in kind expenditures (From line 16, last C-4)					
11. Total cash expenditures during this reporting period (From line 4, Schedule A)					
12. In kind expenditures (goods & services) during this reporting period (From line 1, Schedule B)					
13. Total cash and in kind expenditures made (Line 11 plus line 12)					
14. Corrections (From line 2 or 4, Schedule C) Show + or (-)			+		
15. Net expenditures this period (Combine lines 13 & 14) Show + or (-)				+	
16. Total cash and in kind expenditures during campaign (Total lines 10 and 15)					
17. Orders placed but not yet paid (From line 3, Schedule B)					
18. Pledges made to other candidates or committees but not yet paid (From line 5, Schedule B)					
ELECTION RESULTS: Candidates please complete this section for reports filed after primary or general elections PRIMARY <input type="checkbox"/> Won <input type="checkbox"/> Lost <input type="checkbox"/> Unopposed <input type="checkbox"/> Did not run GENERAL <input type="checkbox"/> Won <input type="checkbox"/> Lost <input type="checkbox"/> Unopposed <input type="checkbox"/> Did not run			RECAPITULATION		
			19. Cash balance to date (Subtract line 16 from line 8)		
			20. Total loans owed		
			21. Total unpaid orders and outstanding bills		
			22. Total debts and liabilities (Line 20 plus line 21) (-)		
			23. Surplus or deficit (Subtract line 22 from line 19)		
CERTIFICATION: I certify that the information herein and on accompanying schedules and attachments is true.					
Candidate's Signature		Date	Treasurer's Signature (if a political committee)		Date

PUBLIC DISCLOSURE COMMISSION
 403 EVERGREEN PLAZA—FJ-42
 OLYMPIA, WASHINGTON 98504
 PHONE: 206-753-1111

PDC FORM C-4 Rev. 6/82	CONTRIBUTION AND EXPENDITURE SUMMARY
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INSTRUCTIONS

(1982 amendments are incorporated)

Please consult PDC instruction book or RCW 42.17 and WAC 390-16 when completing this report. If you have questions, write or telephone PDC (phone 206-753-1111).

WHO MUST REPORT:

Each candidate or political committee which receives contributions or makes expenditures in an election campaign. This report is not required by candidates who use the MINI reporting option.

WHEN TO SEND C-4 REPORTS:

	ABBREVIATED REPORTING	FULL REPORTING
Day C-1 registration is filed if contributions have been received or expenditures made.	No	Yes
Tenth of each month if contributions received or expenditures were over \$200 made since last C-4 report was filed. <i>Tenth of month report is not required if another C-4 is required to be filed during that month</i>	No	Yes
For each election for which the candidate or committee will make an expenditure:		
21 days prior to each election	No	Yes
7 days prior to each election	No	Yes
21 days after each election	Yes	Yes
	<small>Not required after primary.</small>	
By January 31 (Continuing committees which use Abbreviated Reporting).	Yes	No
Final report. When campaign is finished or committee closes operation. This is often the same as 21 days after the election.	Yes	Yes

SCHEDULES AND ATTACHMENTS (FULL REPORTING ONLY):

The C-4 report is a summary page. Schedules A, B and C as appropriate must be attached to support financial information on the C-4. Also, copies of C-3 and C-3A reports must be attached if they have not previously been filed with PDC and the county election office.

WHERE TO SEND REPORTS:

Send original to:
 Public Disclosure Commission
 403 Evergreen Plaza—FJ-42
 Olympia, WA 98504

Send duplicate to:
 County Election Dept. (or County Auditor)
 where candidate lives
 Political committees sent to county where
 headquarters is located

OTHER REPORTS REQUIRED:

- C-1 (registration statement) is used to register candidates and committee.
- C-3 (contribution report) is used to list campaign contributors.
- F-1 (financial affairs statement) is filed by candidates (not required from other committees).

CASH RECEIPTS AND EXPENDITURES

(1982 amendments are incorporated)

SCHEDULE A to C4

Candidate or Committee Name (Do not abbreviate. Use candidate's full name)

Table with 7 columns: Date of Deposit, Type Report (C3 or C3A), Amount, Date of Deposit, Type Report (C3 or C3A), Amount, Total Deposits. Section 1: CASH RECEIPTS (Contributions) which have been reported on C3 or C3A.

Table with 3 columns: Date Received, Source: Name, Address and Explanation of Receipt, Amount. Section 2: MISCELLANEOUS CASH RECEIPTS not reported on C3 or C3A.

Section 3: TOTAL RECEIPTS. Sum of parts 1 and 2 above. Enter also on line 2 of C4.

Table with 4 columns: Date of Payment, Name and address of recipient or vendor paid, Purpose of expenditure, Amount. Section 4: CASH EXPENDITURES. Includes instructions for itemizing expenditures of \$50 or more.

*Itemize all expenditures of \$50 or more. Report total of expenditures less than \$50 which do not have to be itemized. Total expenditures each under \$50 not listed above. Total from attached pages. Total Cash Expenditures Enter also on Line 11 of C4.

Table with 4 columns: Date, Name, Address, Amount. Section 5: LOAN REPAYMENTS MADE.

Total Loan Payments this Reporting Period Enter as an Adjustment to Contributions on Line 5 of C4

**IN KIND CONTRIBUTIONS and EXPENDITURES,
PLEDGES and ORDERS PLACED**

SCHEDULE B
to C4

Candidate or Committee Name (Do not abbreviate. Use candidate's full name)

1. In kind contributions received and expended (goods, services, discounts, etc.)

Date received	Contributor's name and nature of contribution	Address, City, Zip	Fair market value	Total contributions by this person during campaign or year
		TOTAL	_____	
		Enter also on line 3 and line 12 of C4		

2. In kind expenditures made to other candidates and committees

Date	Recipient	Address, City, Zip	Fair market value
Note: Amounts in this section are not carried forward to C4 report			

3. New orders placed (but not yet paid)

Date	Recipient	Address, City, Zip	Amount	Purpose
		TOTAL (Include new orders above and all other orders and unpaid bills.)	_____	
		Enter also on lines 17 and 21 of C4		

4. Pledges received but not yet paid

Date you were notified of pledge	Name of person (including organizations) making pledge	Address, City, Zip	Amount	Total contributions by this person during campaign or year
		TOTAL (Include new pledges above and all other outstanding pledges.)	_____	
		Enter also on line 9 of C4		

5. Pledges made to other candidates and committees (but not yet paid)

Date Made	Recipient	Address, City, Zip	Amount
		TOTAL	_____
		Enter total on line 18 of C4	

CORRECTIONS

SCHEDULE to C4 **C**

Candidate or Committee Name (Do not abbreviate. Use candidate's full name.)

Date

1. Corrections to cash or in kind contributions previously reported on C4 Schedule A, C3 or C3A.

Date of Report	Name of Contributor or Description of Correction	Amount Reported	Corrected Amount	Difference (+ or -)
		Total Corrections to Contributions		
		Enter here and on line 6 of C4. Show + or (-).		

2. Corrections to cash or in kind expenditures previously reported

Date of Report	Name of Vendor or Description of Correction	Amount Reported	Corrected Amount	Difference (+ or -)
		Total Corrections to Expenditures		
		Enter here and on line 14 of C4. Show + or (-).		

3. Loans forgiven. Loans listed below and previously reported on C3 reports have been forgiven in whole or part and should now be considered as cash or in kind contributions to that extent.

Date of Loan	Name of Creditor	Original Amount	Amount Repaid	Amount Forgiven
		TOTAL		
		Line 20 of C4 should be reduced by the total amount reported here.		

4. Refunds. The below listed amounts have been received as refunds on expenditures previously reported. The refund has been deposited and reported on C3 report (line 4).

Date of Refund	Source/Person Making Refund	Amount of Refund
		TOTAL
		Enter as (-) on line 6 & line 14 of C4.

[Statutory Authority: RCW 42.17.370(1). 82-11-026 (Order 82-03), § 390-16-041, filed 5/10/82; 82-02-007 (Order 81-04), § 390-16-041, filed 12/28/81; Order 91, § 390-16-041, filed 7/22/77; Order 62, § 390-16-041, filed 8/26/75; Order 60, § 390-16-041, filed 7/16/75.]

WAC 390-16-050 Forms for contributions and expenditures of political committees not domiciled in

Washington state. Pursuant to the statutory authority of RCW 42.17.360(1), the official form for the report of contributions and expenditures of political committees not domiciled in Washington state, as required by RCW 42.17.090, is hereby adopted for use in reporting to the public disclosure commission. This form, revised 6/82, shall be designated as "C-5." Copies of this form may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504.

CONTRIBUTIONS RECEIVED

10. ALL CONTRIBUTIONS OF \$25 OR MORE IN AGGREGATE TO THIS OUT OF STATE COMMITTEE DURING THE CURRENT CALENDAR YEAR FROM WASHINGTON RESIDENTS OR CORPORATIONS WITH A PLACE OF BUSINESS IN WASHINGTON.

NAME AND ADDRESS	DATE	MONEY VALUE

11. THIS REPORT WAS PREPARED BY
 OUT OF STATE COMMITTEE
 CANDIDATE OR COMMITTEE RECEIVING FUNDS

12. CERTIFICATION: I hereby certify that the above is a true complete and correct statement in accordance with Chapter 42.17.090(1) (k) Revised Code of Washington.

 SIGNATURE OF COMMITTEE OFFICIAL OR RECIPIENT OF FUNDS

 NAME

 TITLE

 DATE

C-5 INSTRUCTIONS

(1982 amendments are incorporated)

WHO MUST REPORT

A political committee not domiciled in the State of Washington which has made contributions to a candidate or political committee in Washington State OR candidate or political committee which has received such contribution.

WHEN TO REPORT:

A C-5 report is required within ten days following the receipt of each contribution.

NOTE: Subsequent reports may be by letter updating or amending information previously reported.

FORM TO BE FILED WITH:

PUBLIC DISCLOSURE COMMISSION,
 403 EVERGREEN PLAZA BUILDING, FJ-42
 OLYMPIA, WASHINGTON 98504

ADDITIONAL REPORTS REQUIRED:

Washington candidates or committees receiving funds from an out of state committee must also show receipt of funds on C-3 and C-4 reports filed with the Public Disclosure Commission and the county auditor.

FOR ADDITIONAL INFORMATION:

Contact the Public Disclosure Commission, phone 206-753-1111

[Statutory Authority: RCW 42.17.370(1). 82-11-026 (Order 82-03), § 390-16-050, filed 5/10/82; Order 77, § 390-16-050, filed 6/2/76; Order 62, § 390-16-050, filed 8/26/75; Order 6, § 390-16-050, filed 3/23/73.]

WAC 390-16-055 Filing reports for out-of-state committees. (1) Each candidate or political committee receiving funds from a nonreporting committee as defined in RCW 42.17.090(1)(k), shall determine whether such committee has complied with that subsection. If the out-of-state committee has not filed the required report and the information cannot be reported by the recipient of the contribution in a timely manner, the funds shall not be forfeited or reportable as having been received if they are returned to the out-of-state committee immediately. Any retention or other action taken with such funds, if there is not a complete and timely report on file, shall result in the forfeiture of such funds to the state of Washington and shall be deemed a violation of chapter 42.17 RCW.

(2) Any subsequent report by a nonreporting committee or recipient of its contribution which is required by RCW 42.17.090(1)(k) during the same calendar year may update its initial report by letter showing, in addition to its name and address, only reportable information which is new or changed since its last report. [Statutory Authority: RCW 42.17.370(1). 82-14-016 (Order 82-04), § 390-16-055, filed 6/28/82; 79-09-041 (Order 79-04), § 390-16-055, filed 8/17/79; Order 62, § 390-16-055, filed 8/26/75; Order 29, § 390-16-055, filed 5/27/74.]

WAC 390-16-060 Forms for campaign financing—Special reports. Pursuant to the statutory authority of RCW 42.17.360(1), the official form for contributors' reports as required by RCW 42.17.100, is hereby adopted for use in reporting to the public disclosure commission. These forms shall be designated as "C-6," revised 6/82, and "C-7." Copies of these forms may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504.



REPORT OF INDEPENDENT EXPENDITURES
 TO THE STATE OF WASHINGTON
PUBLIC DISCLOSURE COMMISSION
 403 EVERGREEN PLAZA—FJ-42
 711 CAPITOL WAY
 OLYMPIA, WASHINGTON 98504
 PHONE: 206-763-1111

FILING FORM C-6 Rev. 6/82	TO BE FILED BY: PERSONS MAKING INDEPENDENT CAMPAIGN EXPENDITURES OF \$100 OR MORE IN AGGREGATE RCW 42.17.100(1)
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THIS SPACE FOR OFFICE USE	
P.M. DATE	DATE RECEIVED

See completion instructions at bottom of page.

(Type or print clearly)

1. NAME AND ADDRESS OF PERSON MAKING EXPENDITURE	CHECK	DATE PREPARED
	<input type="checkbox"/> One time report. I do not expect to make other independent expenditures. <input type="checkbox"/> I do expect to make other independent expenditures (See instructions) <input type="checkbox"/> Final report.	

2. NAME OF CANDIDATE OR BALLOT PROPOSITION SUPPORTED OR OPPOSED: CHECK SUPPORT OR OPPOSE

3a. LIST THE VALUE OF ALL INDEPENDENT EXPENDITURES MADE IF AGGREGATE IS \$100 OR MORE. ITEMIZE EXPENDITURES OF \$25 OR MORE MADE IN SUPPORT OR IN OPPOSITION TO ANY CANDIDATE OR BALLOT PROPOSITION DURING AN ELECTION CAMPAIGN. DO NOT INCLUDE MONETARY OR IN-KIND CONTRIBUTIONS MADE DIRECTLY TO A CANDIDATE OR POLITICAL COMMITTEE.

DATE	NAME AND ADDRESS OF ANY VENDOR OR RECIPIENT	DESCRIPTION OF EXPENDITURE (goods, services, or rights purchased or furnished)	AMOUNT OR VALUE (*see below)
Expenditures less than \$25 not itemized above			
TOTAL THIS REPORT PERIOD			\$

3b. TOTAL INDEPENDENT EXPENDITURES MADE DURING THIS ELECTION CAMPAIGN. INCLUDE EXPENDITURES SHOWN IN THIS REPORT AND PREVIOUSLY SUBMITTED REPORTS. \$

INSTRUCTIONS
 (1982 amendments are incorporated)

WHO MUST REPORT:
 Persons who make expenditures aggregating \$100 or more during any election campaign in support of or opposition to a candidate or ballot proposition if not made directly to or in coordination with the candidate or a political committee.

WHEN TO REPORT: When aggregate amount reaches:
 less than \$100 — No report is required
 \$100 or more (or value cannot be estimated) — Within 5 days
 If additional expenditures made — *10th of month preceding election in which other reports are not required.
 *21 days prior to election
 * 7 days prior to election
 *21 days after election

*Required only when expenditures have been made since last report was submitted.

WHERE TO REPORT:
 Copy # 1—Public Disclosure Commission, 403 Evergreen Plaza—FJ-42
 Olympia, WA 98504
 Copy # 2—County Auditor of candidate. For ballot propositions with county auditor of person filing this report.

PDC form C-6 (Rev. 6/82) -386-

AMOUNT OR VALUE

*If no reasonable estimate can be made of value, describe activity, services, property or right furnished precisely and attach copy of item produced or distributed.

CERTIFICATION: I hereby certify that the above is a true, complete and correct statement.

SIGNATURE OF PERSON MAKING EXPENDITURES

NAME _____

TITLE _____

"EXCERPTS FROM PUBLIC DISCLOSURE LAW"

Section 10. SPECIAL REPORTS. In addition to the other reports required by this act

(2) Any person who contributes in the aggregate amount of one hundred dollars or more during the preceding twelve month period to any political committee not domiciled in the State of Washington or not otherwise required to report under this act, if the person reasonably expects such political committee to make contributions in respect to any election covered by this act, shall file with the commission a report signed by the contributor disclosing (a) the contributor's name and address, and (b) the date, nature, amount and recipient of such contribution, and (c) any instructions given as to the use or disbursement of such contribution.

[Statutory Authority: RCW 42.17.370(1), 82-11-026 (Order 82-03), § 390-16-060, filed 5/10/82; Order 77, § 390-16-060, filed 6/2/76; Order 62, § 390-16-060, filed 8/26/75; Order 6, § 390-16-060, filed 3/23/73.]

WAC 390-16-062 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-16-115 Abbreviated campaign reporting--Conditions for granting use. The exemptions allowed in WAC 390-16-105, 390-16-110 and 390-16-

115 shall be granted to a candidate or political committee only upon compliance with the following conditions.

(1) The candidate or political committee must, within fourteen days of the time of organization, or of receipt of contributions or the making of expenditures, or of reservation of space or facilities with intent to promote or oppose a candidacy for office or with intent to promote or oppose a ballot proposition, whichever comes first, file the C-1 registration statement with the commission and the county elections office. The statement shall declare that the candidate or political committee will not exceed the expenditure limitations set out in WAC 390-16-105, 390-16-110 or 390-16-115.

(2) The candidate or political committee must, throughout the ensuing election campaign, keep current records in sufficient detail to allow the candidate or political committee to make reports otherwise required by RCW 42.17.040 through 42.17.090 in the event that the filing of such reports becomes necessary as a result of exceeding the expenditure limitation, pursuant to subsequent permission of the commission.

(3) The candidate or political committee treasurer shall, during the eight days immediately preceding the date of the election, maintain records of contributions and expenditures current within one business day. These records shall be open for public inspection during the hours designated on the C-1 at the principal campaign headquarters or, if there is no campaign headquarters, at the address of the campaign treasurer or such other place as may be authorized by the commission.

(4) The records of contributions and expenditures shall be open to audit or examination by representatives of the public disclosure commission at any time upon request from the commission. [Statutory Authority: RCW 42.17.370(1), 82-14-016 (Order 82-04), § 390-16-115, filed 6/28/82; Order 62, § 390-16-115, filed 8/26/75.]

WAC 390-16-150 Mini campaign reporting. No candidate as that term is defined in RCW 42.17.020(5) and no political committee whose principal purpose is the support of one candidate and whose organization is known to and countenanced by that candidate (hereafter candidate's committee) shall be required to comply with the provisions of RCW 42.17.060 - 42.17.090 except as otherwise prescribed in this regulation in any election campaign for public office in which the aggregate expenditures in the campaign will not exceed the amount of the filing fee provided by law plus a sum not to exceed two hundred dollars.

(1) Any candidate or candidate's committee shall register and file the C-1 registration statement with the commission and county elections officer of the county wherein the candidate resides within fourteen days of the time he publicly announces his candidacy, files for office or the committee is formed, whichever is earliest. The C-1 shall state his intent to use the mini campaign reporting system.

(2) The C-1 registration shall include a statement by the candidate that no contribution or contributions from any source other than the candidate's personal resources

within the aggregate contributions received exceeds one hundred dollars. [Statutory Authority: RCW 42.17.370(1), 82-14-016 (Order 82-04), § 390-16-150, filed 6/28/82; Order 91, § 390-16-150, filed 7/22/77.]

WAC 390-16-155 Mini campaign reporting--Exceeding limitations. (1) Whenever there is reason to believe that the expenditure limits provided in WAC 390-16-150 will be exceeded or that the candidate or candidate's committee will exceed the limitations on contributions and expenditures provided in WAC 390-16-150, the candidate, candidate's committee or other person legally interested in the campaign may apply to the commission for authorization to exceed such limits.

(a) The application shall take the form of a new C-1 report indicating the candidate's or candidate committee's intent to report in accordance with either the abbreviated reporting system provided in WAC 390-16-105 or to fully report as provided in RCW 42.17.040 through 42.17.090.

(b) The application shall be accompanied by a statement signed by the candidate affirming that all known candidates for the office being sought have been notified personally of the application stating the manner and date of notification.

(c) The application shall be submitted to the commission and duplicate copies of C-1 and C-4 report submitted to the county elections officer of the county where the candidate resides within one day of the time that expenditure limits are exceeded.

(2) The application shall be approved without further commission action. [Statutory Authority: RCW 42.17.370(1), 82-14-016 (Order 82-04), § 390-16-155, filed 6/28/82; Order 91, § 390-16-155, filed 7/22/77.]

WAC 390-16-207 In-kind contributions and expenditures--Reporting. (1) Whenever a candidate or a political committee makes one or more in-kind expenditures which (i) directly or indirectly, in whole or in part, benefit another identifiable candidate or political committee and (ii) in the aggregate amount to a value of fifty dollars or more in the reporting period, then, for the purpose of complying with the provisions of RCW 42.17.090(1)(f);

(a) Such candidate or political committee shall identify the candidate or political committee benefited by such expenditure and state the value thereof; and

(b) The candidate or political committee that receives benefit of such expenditure or expenditures shall report a corresponding amount as a contribution received and as an expenditure made by such candidate or political committee.

(2) Whenever a candidate or a political committee makes an in-kind expenditure which supports or opposes more than one candidate or ballot proposition, the person making such expenditure shall identify each candidate or ballot proposition to which such support or opposition is directed and, if the aggregate expenditure amounts to fifty dollars or more, shall state the prorated amount of the expenditure or expenditures properly attributable to each such candidate or ballot proposition.

(3) Whenever a candidate or political committee provides its equipment, property or other facilities owned, retained, leased or controlled by it to another candidate or political committee, the fair market value of the use of such equipment, property or other facilities, if it amounts to fifty dollars or more, shall be reported as follows:

(a) By the candidate or political committee providing the equipment, property or other facilities, by attaching to its form C-4, schedule B, a statement setting forth the name of the candidate or political committee benefited and the date, description and value of the in-kind contribution made by it;

(b) By the candidate or political committee benefiting from the use of such equipment, property or other facilities, by reporting the value of such use in its form C-4, schedule B, both as a contribution and as an expenditure. [Statutory Authority: RCW 42.17.370(1). 82-14-016 (Order 82-04), § 390-16-207, filed 6/28/82; Order 79, § 390-16-207, filed 6/25/76.]

WAC 390-16-230 Surplus campaign funds--Use in future. If at any time in the future any contribution or expenditure is received by or made from such surplus fund or funds for any purpose which would qualify the holder as a candidate or political committee, it will be presumed the holder of such funds has initiated a new candidacy or committee. Within fourteen days of the day such contribution or expenditure is received or made, such candidate or political committee shall file (1) a final report for the previous campaign as provided in RCW 42.17.080 and 42.17.090 and (2) a statement of organization and initial report for the new campaign as provided by RCW 42.17.040, 42.17.080 and 42.17.090. The surplus fund may be reported as one sum and listed as a contribution identified as "funds from previous campaign", provided that all augmentations to and all

expenditures made from the retained surplus fund from the initial date of retention are reported in detail as to source, recipient, purpose, amount and date of each transaction. [Statutory Authority: RCW 42.17.370(1). 82-14-016 (Order 82-04), § 390-16-230, filed 6/28/82; Order 70, § 390-16-230, filed 2/25/76; Order 62, § 390-16-230, filed 8/26/75.]

WAC 390-16-300 Repealed. See Disposition Table at beginning of this chapter.

Chapter 390-20 WAC

FORMS FOR LOBBYING REPORTS, ELECTED OFFICIALS AND LEGISLATORS

WAC	
390-20-0101	Forms for lobbyist registration.
390-20-013	Lobbyist registration—Photograph—Requirements.
390-20-020	Forms for lobbyist report of expenditures.
390-20-054	Agency lobbying—Reporting of lobbying by independent contractors.
390-20-107	Lobbyist's employer—Reporting of "total expenditures."
390-20-140	Loss of RCW 42.17.160 exemptions.
390-20-144	Registration and reporting by lobbyist organizations.

WAC 390-20-0101 Forms for lobbyist registration. Pursuant to the statutory authority of RCW 42.17.360(1), the official form for lobbyist registration as required by RCW 42.17.150 is hereby adopted for use in reporting to the public disclosure commission. This form shall be designated as "L-1," revised 6/82. Copies of this form may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington 98504.

STATE OF WASHINGTON

LOBBYIST REGISTRATION 1983-85

THIS REGISTRATION IS VALID UNTIL JAN. 14, 1985 UNLESS SOONER TERMINATED

L1	PDC OFFICE USE
	PM DATE _____ REC'D DATE _____

1. LOBBYIST NAME		
PERMANENT BUSINESS ADDRESS		
CITY STATE ZIP		
2. TEMPORARY THURSTON COUNTY ADDRESS DURING LEGISLATIVE SESSION		TELEPHONE PERMANENT: TEMPORARY:
3. EMPLOYER'S NAME AND ADDRESS (PERSON OR GROUP FOR WHICH YOU LOBBY)		EMPLOYER'S OCCUPATION, BUSINESS OR DESCRIPTION OF PURPOSE OF ORGANIZATION
4. NAME AND ADDRESS OF PERSON HAVING CUSTODY OF ACCOUNTS, RECEIPTS, BOOKS OR OTHER DOCUMENTS WHICH SUBSTANTIATE LOBBYIST REPORTS.		

5. WHAT IS YOUR PAY (COMPENSATION) FOR LOBBYING? \$ _____ PER _____ (Hour, Day, Month, Year) OTHER: EXPLAIN _____	DESCRIPTION OF EMPLOYMENT (CHECK ONE OR MORE BOXES) <input type="checkbox"/> FULL TIME EMPLOYEE <input type="checkbox"/> PART TIME OR TEMPORARY EMPLOYEE <input type="checkbox"/> CONTRACTOR, RETAINER OR SIMILAR AGREEMENT <input type="checkbox"/> UNSALARIED OFFICER OR MEMBER OF GROUP <input type="checkbox"/> SOLE DUTY IS LOBBYING <input type="checkbox"/> LOBBYING IS ONLY A PART OF OTHER DUTIES
--	--

6. ARE YOU REIMBURSED FOR LOBBYING EXPENSES? EXPLAIN WHICH EXPENSES. <input type="checkbox"/> YES: \$ _____ PER _____ <input type="checkbox"/> YES: I AM REIMBURSED FOR ALL EXPENSES. <input type="checkbox"/> NO: I AM NOT REIMBURSED FOR EXPENSES.	DOES EMPLOYER PAY ANY OF YOUR LOBBYING EXPENSES DIRECTLY? IF YES, EXPLAIN WHICH ONES.
---	---

7. HOW LONG DO YOU EXPECT TO LOBBY FOR THIS ORGANIZATION?
 PERMANENT LOBBYIST ONLY DURING LEGISLATIVE SESSION OTHER, EXPLAIN: _____

8. IF ANY PART OF YOUR COMPENSATION IS CONTINGENT ON THE SUCCESS OF AN ATTEMPT TO INFLUENCE LEGISLATION, ATTACH AN EXPLANATION FULLY DESCRIBING THE AGREEMENT, ARRANGEMENT OR UNDERSTANDING.
 NO YES, EXPLANATION ATTACHED

9. IS YOUR EMPLOYER A BUSINESS OR TRADE ASSOCIATION OR SIMILAR ORGANIZATION WHICH LOBBIES ON BEHALF OF ITS MEMBERS? IF "YES", ATTACH A LIST SHOWING THE NAME AND ADDRESS OF EACH MEMBER WHO HAS PAID THE ASSOCIATION FEES, DUES OR OTHER PAYMENTS OVER \$500 DURING EITHER OF THE PAST TWO YEARS OR IS EXPECTED TO PAY OVER \$500 THIS YEAR.
 NO
 YES, THE LIST IS ATTACHED

10. DOES YOUR EMPLOYER HAVE A CONNECTED, RELATED OR CLOSELY AFFILIATED POLITICAL ACTION COMMITTEE WHICH WILL PROVIDE FUNDS FOR YOU TO MAKE POLITICAL CONTRIBUTIONS OR PURCHASE TICKETS TO FUND RAISING EVENTS? IF SO, LIST THE NAME OF THAT POLITICAL ACTION COMMITTEE.
 NO
 YES, NAME OF THE COMMITTEE IS: _____

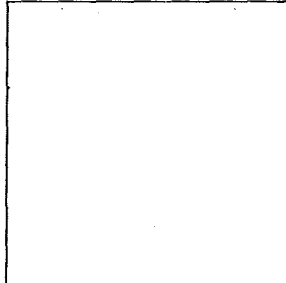
11. IF LOBBYIST IS A COMPANY, PARTNERSHIP OR SIMILAR BUSINESS ENTITY WHICH EMPLOYS OTHERS TO PERFORM ACTUAL LOBBYING DUTIES, LIST NAME OF EACH PERSON WHO WILL LOBBY. (SEE WAC 390-20-143 AND 144 FOR INSTRUCTIONS.)

12. AREAS OF INTEREST. LOBBYING IS MOST FREQUENT BEFORE LEGISLATIVE COMMITTEE MEMBERS OR STATE AGENCIES CONCERNED WITH FOLLOWING SUBJECTS: <table style="width: 100%;"> <tr> <td style="width: 50%;"> CODE SUBJECT 01 <input type="checkbox"/> Agriculture 02 <input type="checkbox"/> Business and Consumer Affairs 03 <input type="checkbox"/> Constitutions and Elections 04 <input type="checkbox"/> Education 05 <input type="checkbox"/> Energy and Utilities 06 <input type="checkbox"/> Environmental Affairs—Natural Resources—Parks 07 <input type="checkbox"/> Financial Institutions and Insurance </td> <td style="width: 50%;"> CODE SUBJECT 08 <input type="checkbox"/> Fiscal 09 <input type="checkbox"/> Higher Education 10 <input type="checkbox"/> Human Services 11 <input type="checkbox"/> Labor 12 <input type="checkbox"/> Law and Justice 13 <input type="checkbox"/> Local Government 14 <input type="checkbox"/> State Government 15 <input type="checkbox"/> Transportation 16 <input type="checkbox"/> Other—specify _____ </td> </tr> </table>	CODE SUBJECT 01 <input type="checkbox"/> Agriculture 02 <input type="checkbox"/> Business and Consumer Affairs 03 <input type="checkbox"/> Constitutions and Elections 04 <input type="checkbox"/> Education 05 <input type="checkbox"/> Energy and Utilities 06 <input type="checkbox"/> Environmental Affairs—Natural Resources—Parks 07 <input type="checkbox"/> Financial Institutions and Insurance	CODE SUBJECT 08 <input type="checkbox"/> Fiscal 09 <input type="checkbox"/> Higher Education 10 <input type="checkbox"/> Human Services 11 <input type="checkbox"/> Labor 12 <input type="checkbox"/> Law and Justice 13 <input type="checkbox"/> Local Government 14 <input type="checkbox"/> State Government 15 <input type="checkbox"/> Transportation 16 <input type="checkbox"/> Other—specify _____	REMARKS
CODE SUBJECT 01 <input type="checkbox"/> Agriculture 02 <input type="checkbox"/> Business and Consumer Affairs 03 <input type="checkbox"/> Constitutions and Elections 04 <input type="checkbox"/> Education 05 <input type="checkbox"/> Energy and Utilities 06 <input type="checkbox"/> Environmental Affairs—Natural Resources—Parks 07 <input type="checkbox"/> Financial Institutions and Insurance	CODE SUBJECT 08 <input type="checkbox"/> Fiscal 09 <input type="checkbox"/> Higher Education 10 <input type="checkbox"/> Human Services 11 <input type="checkbox"/> Labor 12 <input type="checkbox"/> Law and Justice 13 <input type="checkbox"/> Local Government 14 <input type="checkbox"/> State Government 15 <input type="checkbox"/> Transportation 16 <input type="checkbox"/> Other—specify _____		

CERTIFICATION: I HEREBY CERTIFY THAT THE ABOVE IS A TRUE, COMPLETE AND CORRECT STATEMENT.	EMPLOYER'S AUTHORIZATION: CONFIRMING THE EMPLOYMENT AUTHORITY TO LOBBY DESCRIBED IN THIS REGISTRATION STATEMENT.
---	--

13. LOBBYIST'S SIGNATURE _____ DATE _____	SIGNATURE, NAME TYPED OR PRINTED AND TITLE _____ DATE _____
---	---

LOBBYIST IDENTIFICATION BOOKLET



NAME:
BUSINESS ADDRESS:

PHONE:

OLYMPIA ADDRESS:

PHONE:

EMPLOYERS' NAMES:

2" x 2"

FROM 1" TO

1-3/8"

YEAR FIRST EMPLOYED AS A LOBBYIST:
BIOGRAPHY:

INSTRUCTIONS

ATTACH THIS PAGE TO YOUR L-1 REGISTRATION.

ATTACH 2" x 2" PASSPORT TYPE, BLACK AND WHITE PHOTO. PHOTO SHOULD BE HEAD AND SHOULDERS, FULL FACE, AND TAKEN WITHIN LAST 12 MONTHS.

PLEASE WRITE, LIGHTLY IN PENCIL, NAME 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 IF YOU HAVE MORE THAN ONE EMPLOYER. IF YOU LATER ADD ADDITIONAL EMPLOYERS, PDC WILL INCLUDE THEM FOR YOU.

PLEASE USE TYPEWRITER TO COMPLETE THIS PAGE.

PDC FORM L-1, PAGE 3 (Rev 11/82) -394-

[Statutory Authority: RCW 42.17.370(1), 82-21-020 (Order 82-07), § 390-20-0101, filed 10/12/82; 78-02-063 (Order 96), § 390-20-0101, filed 1/23/78.]

WAC 390-20-013 Lobbyist registration--Photograph--Requirements. Pursuant to RCW 42.17.155, as amended by section 11, chapter 147, Laws of 1982, 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), 82-14-016 (Order 82-04), § 390-20-013, filed 6/28/82.]

WAC 390-20-020 Forms for lobbyist report of expenditures. Pursuant to the statutory authority of RCW 42.17.360(1), the official form for the lobbyist report of expenditures as required by RCW 42.17.170 is hereby adopted for use in reporting to the public disclosure commission. This form, revised 6/82, shall be designated as "L-2." Copies of this form may be obtained at the commission office, Room 403, Evergreen Plaza Building, Olympia, Washington, 98504.

STATE OF WASHINGTON

LOBBYIST MONTHLY EXPENSE REPORT

1 LOBBYIST NAME _____ MAILING ADDRESS _____ CITY _____ STATE _____ ZIP _____	L2	P D C OFFICE USE PM DATE _____ REC'D DATE _____ BUSINESS TELEPHONE _____
2. THIS REPORT IS FOR THE PERIOD _____ (MONTH) _____ (YEAR) OR THIS REPORT CORRECTS OR AMENDS THE REPORT FOR _____ (MONTH) _____ (YEAR)		

ALL COMPLETE THIS PART		COMPLETE IF YOU HAVE MORE THAN ONE EMPLOYER				
EXPENDITURES BY OR ON BEHALF OF LOBBYIST FOR LOBBYING		AMOUNT PAID ON BEHALF OF OR ATTRIBUTED TO EACH EMPLOYER				
CATEGORY OF EXPENSE	TOTAL AMOUNT THIS MONTH	EMPLOYER 1	EMPLOYER 2	EMPLOYER 3	Amount Not Attributed to a Specific Employer	
3. PERSONAL EXPENSES (For Lobbying)						
a. FOOD AND REFRESHMENTS (not included in #5 below)						
b. TRAVEL FOR SELF						
c. Subtotal Personal expenses						
4. ADVERTISING, PRINTING, INFORMATIONAL LITERATURE						
5. ENTERTAINMENT (Incl. food/refreshment. Itemize on reverse)						
6. TRAVEL AND LODGING FOR OTHERS (Attach list showing name of persons)						
7. CONTRIBUTIONS, GIFTS, LOANS (Itemize on reverse)						
8. OTHER EXPENSES OR SERVICES						
9. COMPENSATION FOR LOBBYING (Salary, wages, retainer)						
10. TOTAL EXPENSES AND COMPENSATION THIS MONTH	*	*	*	*	*	

BE SURE TO CHECK ADDITION * THE TOTAL ATTRIBUTED TO EACH EMPLOYER PLUS THE AMOUNT WHICH CANNOT BE ATTRIBUTED TO A SPECIFIC EMPLOYER SHOULD EQUAL TOTAL EXPENSES AND COMPENSATION THIS MONTH

EMPLOYERS' NAMES
 NO. 1 _____
 NO. 2 _____
 NO. 3 _____

11. TERMINATION: (COMPLETE THIS ITEM ONLY IF YOU WISH TO TERMINATE YOUR REGISTRATION AS A LOBBYIST FOR THE FOLLOWING EMPLOYERS):

I understand that an L-2 report is required for any month or portion thereof in which I am a registered lobbyist. I also understand that once I have terminated my registration, I must file a new L-1 report prior to lobbying for that employer in the future. All registrations terminate automatically on the second Monday in January of each odd numbered year.

REMARKS OR EXPLANATION OF INFORMATION IN THIS REPORT

CERTIFICATION	
12. I certify that this report is a true and complete account of all information attributable directly or indirectly to lobbying activities for the period specified.	LOBBYIST'S SIGNATURE _____ DATE _____

13. EXPENDITURES FOR ENTERTAINMENT (INCLUDING LOBBYIST'S EXPENSE) EXCEEDING \$25 PER OCCASION PAID BY LOBBYIST OR EMPLOYER

DATE	NAMES OF ALL PERSONS ENTERTAINED	PLACE (NAME AND CITY)	SPONSORING EMPLOYER	AMOUNT
				\$

CONTINUED ON ATTACHED PAGES

14. CONTRIBUTIONS OF MONEY, LOANS, GIFTS, PROMOTIONAL ITEMS OR OTHER PERSONAL PROPERTY TO OR ON BEHALF OF ANY FEDERAL, STATE OR LOCAL CANDIDATE; ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF ANY STATE OR LOCAL GOVERNMENT AGENCY; OR POLITICAL COMMITTEE IN SUPPORT OF OR OPPOSITION TO ANY BALLOT PROPOSITION OR CANDIDATE. ITEMIZE EACH \$25 OR MORE.

DATE	NAME OF INDIVIDUAL OR COMMITTEE RECEIVING BENEFIT	EMPLOYER FOR WHOM CONTRIBUTION WAS MADE	AMOUNT
			\$

TOTAL SMALL GIFTS AND PROMOTIONAL ITEMS NOT ITEMIZED (NO RECEIPT OVER \$25 PER YEAR).....

IF CONTRIBUTIONS WERE MADE BY A POLITICAL ACTION COMMITTEE ASSOCIATED, AFFILIATED OR SPONSORED BY YOUR EMPLOYER, SHOW NAME OF THE PAC BELOW. (INFORMATION REPORTED BY PAC ON C-4 REPORT NEED NOT BE AGAIN INCLUDED IN THIS L-2 REPORT.)

CONTINUED ON ATTACHED PAGES PAC NAME: _____

15. SUBJECT MATTER OF PROPOSED LEGISLATION OR OTHER LEGISLATIVE ACTIVITY OR RULEMAKING THE LOBBYIST WAS SUPPORTING OR OPPOSING.

SUBJECT MATTER OR ISSUE	LEGISLATIVE COMMITTEE OR STATE AGENCY CONSIDERING MATTER

IF YOU HAVE LOBBIED BOTH THE LEGISLATURE AND STATE AGENCIES, ESTIMATE THE PERCENTAGE OF YOUR TIME OR LOBBYING EFFORT DEVOTED TO EACH:

LEGISLATURE _____% STATE AGENCIES _____%

LOBBYIST REPORTING INSTRUCTIONS

WHO MUST REPORT

Any person registered as a lobbyist under RCW 42.17.150

WHAT TO REPORT

See RCW 42.17 and PDC instruction booklet for detailed reporting requirements.

WHEN TO REPORT

1. Reports are due within 15 days after the end of each calendar month whether or not there have been expenditures, so long as you remain registered as a lobbyist.
2. Reports postmarked later than the 15th may subject you to penalties prescribed by law.

WHERE TO REPORT

Public Disclosure Commission, 403 Evergreen Plaza Building, Olympia, Washington 98504.

Questions about reporting should be address to:
PUBLIC DISCLOSURE COMMISSION

403 EVERGREEN PLAZA
OLYMPIA, WASHINGTON
98504 206-753-1111

RCW 42.17.230 Duties of lobbyists. A person required to register as a lobbyist under this chapter shall also have the following obligations, the violation of which shall constitute cause for revocation of his registration, and may subject such person and such person's employer, if such employer aids, abets, ratifies or confirms any such act, to other civil liabilities, as provided by this chapter.

(1) Such persons shall obtain and preserve all accounts, bills, receipts, books, papers, and documents necessary to substantiate the financial reports required to be made under this chapter for a period of at least five years from the date of the filing of the statement containing such items, which accounts, bills, receipts, books, papers and documents shall be made available for inspection by the commission at any time. *Provided*, That if a lobbyist is required under the terms of his employment contract to turn any records over to his employer, responsibility for the preservation of such records under this subsection shall rest with such employer.

- (2) In addition, a person required to register as a lobbyist shall not:
- (a) Engage in any activity as a lobbyist before registering as such;
 - (b) Knowingly deceive or attempt to deceive any legislator as to any fact pertaining to any pending or proposed legislation.
 - (c) Cause or influence the introduction of any bill or amendment thereto for the purpose of thereafter being employed to secure its defeat;
 - (d) Knowingly represent an interest adverse to any of his employers without first obtaining such employer's written consent thereto after full disclosure to such employer of such adverse interest.
 - (e) Exercise any undue influence, extortion, or unlawful retaliation upon any legislator by reason of such legislator's position with respect to, or his vote upon, any pending or proposed legislation.

[Statutory Authority: RCW 42.17.370(1). 82-21-020 (Order 82-07), § 390-20-020, filed 10/12/82; 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.]

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 42.17.150 and 42.17.170.

(2) An agency which retains an independent contractor as a lobbyist and reports all of its expenditures in connection therewith pursuant to RCW 42.17.190 shall not be obligated to file a report pursuant to RCW 42.17.180 with regard to that lobbyist. [Statutory Authority: RCW 42.17.370(1). 81-08-025 (Order 81-01), § 390-20-054, filed 3/26/81.]

WAC 390-20-107 Lobbyist's employer—Reporting of "total expenditures." (1) Consistent with the public policy expressed in RCW 42.17.010(1) and (10), the obligation in RCW 42.17.180(3) for the employer of a lobbyist to report "total expenditures" for lobbying purposes requires reporting of all payments made to finance a lobbying effort, whether or not reportable by the lobbyist pursuant to RCW 42.17.170.

(2) "Total expenditures" requires inclusion of a pro rata share of general overhead expenditures for lobbying which are attributable to the lobbyist as an employee or whose contract is for activities and services in addition to lobbying. The term also requires reporting of separate, identifiable expenditures such as rental of additional office space, hiring of additional staff and secretarial assistance, specific advertising campaigns, expenditures for lobbyists who are exempt from registration per RCW 42.17.160, specific telephone installations and charges, and other such separate, identifiable expenditures made for the purpose of conducting a lobbying effort. [Statutory Authority: RCW 42.17.370(1). 82-14-016 (Order 82-04), § 390-20-107, filed 6/28/82.]

WAC 390-20-140 Loss of RCW 42.17.160 exemptions. (1) For the purpose of determining compliance with RCW 42.17.220, a lobbyist's employer shall be responsible for the applicability of all of the exemptions provided in RCW 42.17.160 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 42.17.160(4) may thereafter become ineligible for that exemption, thus violating RCW 42.17.150 and/or 42.17.170 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 employer in circumstances described in subsection (2) of this section if the lobbyist:

(a) Registers pursuant to RCW 42.17.150 before doing any lobbying in excess of the exemption limitations in RCW 42.17.160(4); and

(b) Files a report on form L-2 when next due under RCW 42.17.170, which report includes all reportable information for the lobbying activities cumulatively causing the exemption limitations to be reached.

(4) The duty under RCW 42.17.230(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 42.17.160(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 section 13, chapter 147, Laws of 1982, does not qualify for exemption from registration and reporting per RCW 42.17.160(3). [Statutory Authority: RCW 42.17.370(1). 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). 78-07-038 (Order 99), § 390-20-140, filed 6/26/78.]

WAC 390-20-144 Registration and reporting by lobbyist organizations. (1) Registration. 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 in whose behalf the organization will lobby.

(a) The lobbying organization will attach to the registration statement a photo and the biographical information required by RCW 42.17.155 (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.

(2) Monthly expenditure reports. 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 \$25 per occasion shall identify the individual agent(s) who were present at the occasion. The L-2 report shall be signed by the president or chief executive officer of the lobbying organization.

(3) Termination of authority to lobby. 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.

(4) This rule is optional and permissive as to any person, firm, company, association or similar organization. [Statutory Authority: RCW 42.17.370(1). 81-18-043 (Order 81-03), § 390-20-144, filed 8/28/81; 81-03-001 (Order 80-08), § 390-20-144, filed 1/8/81.]

Chapter 390-37 WAC

ENFORCEMENT PROCEDURES--INVESTIGATIVE HEARINGS

WAC

390-37-063	Enforcement procedures--Demand for information--Subpoenas.
390-37-300	Repealed.
390-37-305	Repealed.
390-37-310	Repealed.
390-37-312	Repealed.
390-37-315	Repealed.
390-37-320	Repealed.

DISPOSITION OF SECTIONS FORMERLY CODIFIED IN THIS CHAPTER

390-37-300	Late filings--Civil penalties. [Statutory Authority: RCW 42.17.370(1). 82-02-007 (Order 81-04), § 390-37-300, filed 12/28/81; Order 84, § 390-37-300, filed 8/18/76.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 42.17.370(1).
390-37-305	Late filings--Administrator review. [Statutory Authority: RCW 42.17.370(1). 82-02-007 (Order 81-04), § 390-37-305, filed 12/28/81; Order 84, § 390-37-305, filed 8/18/76 and 8/20/76.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 42.17.370(1).
390-37-310	Late filings--Waiver of penalty. [Order 84, § 390-37-310, filed 8/18/76] Repealed by 82-02-007 (Order 81-04), filed 12/28/81. Statutory Authority: RCW 42.17.370(1).
390-37-312	Late filings--Criteria for waiver; procedures for disposition. [Statutory Authority: RCW 42.17.370(1). 82-02-007 (Order 81-04), § 390-37-312, filed 12/28/81.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 42.17.370(1).
390-37-315	Late filings--Petition for waiver--Disposition by commission. [Order 84, § 390-37-315, filed 8/18/76] Repealed by 82-02-007 (Order 81-04), filed 12/28/81. Statutory Authority: RCW 42.17.370(1).
390-37-320	Late filings--Waiver petition--Judicial review and enforcement. [Statutory Authority: RCW 42.17.370(1). 82-02-007 (Order 81-04), § 390-37-320, filed 12/28/81; Order 84, § 390-37-320, filed 8/18/76.] Repealed by 82-14-016 (Order 82-04), filed 6/28/82. Statutory Authority: RCW 42.17.370(1).

WAC 390-37-063 Enforcement procedures--Demand for information--Subpoenas. (1) During the course of an audit or an investigation, the administrator may issue a "demand for information" directed to any person who probably possesses information which is relevant and material to the audit or the investigation. The "demand for information" shall

(a) specifically describe the information which is sought, and

(b) set forth a reasonable time and place for the production of the information, and

(c) notify the person that if the information is not produced, the administrator will present a request to the commission, at its next regular or special meeting, to issue a subpoena for the information pursuant to RCW 42.17.370(5).

[1982 WAC Supp--page 2290]

The "demand for information" may be personally delivered or sent by certified mail, return receipt requested.

(2) The commission may issue a subpoena under RCW 42.17.370(5) to compel persons to appear and give testimony and may require the production of any books, papers, correspondence, memorandums or other documents which the commission deems relevant and material.

(3) Whenever the commission will consider the issuance of a subpoena, the administrator will place the matter on the published agenda for that meeting and, in addition, give the respondent, if any, and the person to whom the subpoena would be directed, at least five days written notice of the time and place where the meeting will be held. [Statutory Authority: RCW 42.17.370(1). 82-02-007 (Order 81-04), § 390-37-063, filed 12/28/81.]

WAC 390-37-300 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-37-305 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-37-310 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-37-312 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-37-315 Repealed. See Disposition Table at beginning of this chapter.

WAC 390-37-320 Repealed. See Disposition Table at beginning of this chapter.

Title 391 WAC

PUBLIC EMPLOYMENT RELATIONS COMMISSION

Chapters

391-08	Rules of practice and procedure--Public employment relations commission.
391-21	Collective bargaining rules--Public employment.
391-25	Representation case rules.
391-30	Collective bargaining rules--Educational employment.
391-45	Unfair labor practice case rules.
391-50	Collective bargaining rules--Community colleges.
391-55	Impasse resolution rules.
391-70	Collective bargaining rules--Marine employees.
391-95	Union security dispute rules.