PUBLIC DISCLOSURE COMMISSION

711 Capitol Way Rm. 206, PO Box 40908 • Olympia, Washington 98504-0908 • (360) 753-1111 • FAX (360) 753-1112
Toll Free 1-877-601-2828 • E-mail: pdc@pdc.wa.gov • Website: www.pdc.wa.gov

To: Members, Washington State Public Disclosure Commission
From: Lori Anderson, Communications & Training Officer
Date: June 19, 2014
Re: Rule Making – June 26, 2014 Commission Meeting

AGENDA ITEM

On June 26, 2014, the Commission will hold a public hearing to consider (1) adopting proposed amendments and a new rule that make inflationary adjustments to lobbying disclosure thresholds and (2) converting to rule interpretive statements regarding personal financial affairs reporting modifications.

BACKGROUND

Lobbying Disclosure Thresholds

The Commission initiated rule making in November 2013, at the request of stakeholders, to make inflationary adjustments to lobbying disclosure thresholds. Draft language was approved in April and filed with the Code Reviser on May 7, 2014 along with a notice of hearing (CR-102). The CR-102 filing was noted in the PDC's rule making docket, which is linked to the PDC website and Facebook page. No comments have been received. The following rules proposed for adoption are:

- (new) WAC 390-20-150 Changes in dollar amounts [summarizes the changes]; and
- amendments to:

  WAC 390-20-0101 Forms for lobbyist registration [L-1];
  WAC 390-20-020 Forms for lobbyist report of expenditures [L-2];
  WAC 390-20-052 Application of RCW 42.17A.635 – Reports of Agency Lobbying;
  WAC 390-20-111 Forms for lobbyist employers report of political contributions [L-3c];
  WAC 390-20-120 Forms for report of legislative activity by public agencies [L-5];
  WAC 390-20-125 Forms for registration and reporting by sponsors of grass roots lobbying campaigns [L-6];
  WAC 390-20-143 Application of lobbying provisions to organizations; and
  WAC 390-20-144 Registration and reporting by lobbyist organizations.

Personal Financial Affairs Reporting Modifications

In 2002, the Commission adopted interpretive statements that established protocols to be followed for commonly requested personal financial affairs reporting modifications. These protocols have guided the Commission's decisions when considering requests involving:

- lawyers and law firms (Interpretation 02-03)
- judges and judicial candidates (Interpretation 02-04)
- motor vehicle dealers (Interpretation 02-05), and
- applicant whose spouse has a disclosure obligation.

In April 2014, the Commission approved draft language that inserts these interpretive statements into WAC 390-28-100 without significant changes. The CR-102 was filed May 6, 2014 and notice was provided through the agency website and Facebook page. No comments have been received.

EFFECT OF PROPOSED AMENDMENTS

Lobbying Disclosure Thresholds

WAC	DESCRIPTION	CURRENT AMOUNT	PROPOSED AMOUNT
390-20-0101 [L-1]	threshold at which lobbyist employer's members or funders must be disclosed	$500.00	$1,450.00
390-20-143	casual lobbying exemption threshold	$25.00	$35.00
390-20-020 [L-2] 390-20-144	"per occasion" threshold triggering itemization and attribution of entertainment expenditures	$25.00	$50.00
390-20-111 [L-3c]	contribution amount requiring lobbyist employer to report contributions not reported by the lobbyist	$100.00	$110.00
390-20-052 390-20-120 [L-5]	threshold for disclosing non-public fund expenditures made in connection with public agency lobbying	$15.00	$25.00
390-20-125 [L-6]	grass roots lobbying disclosure threshold (3 month-period)	$1,000.00	$1,400.00
	grass roots lobbying disclosure threshold (1 month-period)	$500.00	$700.00

If adopted, the changes will take effect December 2014. December was chosen because it will allow the revised forms to be in place when lobbyists begin registering for the 2015-16 cycle and to accommodate unforeseen Commission meeting scheduling issues that might have come up in the summer months.

Personal Financial Affairs Reporting Modifications

Converting these long-standing interpretations to rule will assist the Commission in rendering consistent decisions for similar requests for personal financial affairs reporting modifications and better advise the public of the Commission's opinions, approaches, and likely courses of action. If the Commission adopts the amendments, they will be filed with the Code Reviser and take effect 31 days after filing.

COMMISSION ACTION

Staff is requesting the Commission adopt the proposed amendments to WACs 390-20-0101, 390-20-020, 390-20-052, 390-20-111, 390-20-120, 390-20-125, 390-20-143, 390-20-144, and 390-28-100 as well as new WAC 390-20-150.

Attachments: Proposed new WAC 390-20-150
Proposed amendments to WACs 390-20-0101, 390-20-020, 390-20-052, 390-20-111, 390-20-120, 390-20-125, 390-20-143, 390-20-144, and 390-28-100

NEW SECTION

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 entertainment expenditures	$25 (1978)	$50
.630 (2)(a)	Contributions disclosed by lobbyist employer on monthly report (L-3c)	$100 (1990)	$110
.635 (5)(d)(v)	Nonpublic funds spent on gifts provided by public agency	$15 (1979)	$25
.640(1)	Grass roots lobbying	$500/ $1,000 (1985)	$700/ $1,400

AMENDATORY SECTION (Amending WSR 14-01-011, filed 12/5/13, effective 1/5/14)

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 ((~~1/14~~)) 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.

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PUBLIC DISCLOSURE COMMISSION
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LOBBYIST REGISTRATION

L1 (1/14)

THIS SPACE FOR OFFICE USE

1. Lobbyist Name

Permanent Business Address

City State Zip

Business Telephone Numbers

Permanent ( )

Temporary ( )

Cell Phone or Pager ( )

2. Temporary Thurston County address during legislative session

E-Mail Address

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. (Person responsible for producing the lobbyist employer's annual L-3 report.)

E-Mail Address

5. What is your pay (compensation) for lobbying?

$ ______________ per ____________________ (hour, day, month, year)

Other: Explain:

Description of employment (check one or more boxes)

- ☐ Full time employee
- ☐ Part time or temporary employee
- ☐ Contractor, retainer or similar agreement
- ☐ Unsalaried officer or member of group
- ☐ Sole duty is lobbying
- ☐ Lobbying is only a part of other duties

6. Are you reimbursed for lobbying expenses? Explain which expenses.

- ☐ Yes: $ _____________ per __________
- ☐ Yes: I am reimbursed for expenses.
- ☐ 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. Is your employer a business or trade association or organization which lobbies on behalf of its members or a representative entity which lobbies on behalf of businesses, groups, associations, or organizations? If "yes," attach a list showing the name and address of each member or funder who has paid 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. However, no member or funder has paid, pays, or is expected to pay over $500.
- ☐ Yes. The list is attached

9. Does your employer have a connected, related or closely affiliated political action committee which will provide funds for you to make political contributions including purchase tickets to fund raising events? If so, list the name of that political action committee.

- ☐ No
- ☐ Yes. Name of the committee is:

10. 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.)

11. Areas of interest. Lobbying is most frequent before legislative committee members or state agencies concerned with following subjects:

CODE	SUBJECT	CODE	SUBJECT
01 ☐	Agriculture	09 ☐	Health Care
02 ☐	Business and consumer affairs	10 ☐	Higher education
03 ☐	Constitutions and elections	11 ☐	Human services
04 ☐	Education	12 ☐	Labor
05 ☐	Energy and utilities	13 ☐	Law and justice
06 ☐	Environmental affairs - natural resources - parks	14 ☐	Local government
		15 ☐	State government
07 ☐	Financial institutions and insurance	16 ☐	Technology
		17 ☐	Transportation
08 ☐	Fiscal	18 ☐	Other - Specify:

Remarks:

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.

12. LOBBYIST'S SIGNATURE DATE

EMPLOYER'S SIGNATURE, NAME TYPED OR PRINTED, AND TITLE DATE

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

NOT VALID UNLESS SIGNED BY BOTH

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LOBBYIST REGISTRATION

L1 (12/14)

THIS SPACE FOR OFFICE USE

1. Lobbyist Name

Permanent Business Address

City State Zip

Business Telephone Numbers

Permanent ( )

Temporary ( )

Cell Phone ( )
or Pager

2. Temporary Thurston County address during legislative session

E-Mail Address

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. (Person responsible for producing the lobbyist employer's annual L-3 report.)

E-Mail Address

5. What is your pay (compensation) for lobbying?

$ ____________ per ________________
(hour, day, month, year)

Other: Explain:

Description of employment (check one or more boxes)

☐ Full time employee
☐ Part time or temporary employee
☐ Contractor, retainer or similar agreement
☐ Unsalaried officer or member of group
☐ Sole duty is lobbying
☐ Lobbying is only a part of other duties

6. Are you reimbursed for lobbying expenses? Explain which expenses.

☐ Yes: $ ____________ per __________
☐ Yes: I am reimbursed for expenses.
☐ 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. Is your employer a business or trade association or organization which lobbies on behalf of its members or a representative entity which lobbies on behalf of businesses, groups, associations, or organizations? If "yes," ~~attach a list showing~~ the name and address of each member or funder who has paid fees, dues or other payments over $1,450 during either of the past two years or is expected to pay over $1.450 this year.

☐ No ☐ Yes. However, no member or funder has paid, pays, or is expected to pay over $1,450.
☐ Yes. The list is of parties attached

9. Does your employer have a connected, related or closely affiliated political action committee which will provide funds for you to make political contributions including purchase tickets to fund raising events? If so, list the name of that political action committee.

☐ No
☐ Yes. Name of the committee is:

10. 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.)

11. Areas of interest. Lobbying is most frequent before legislative committee members or state agencies concerned with following subjects:

CODE	SUBJECT	CODE	SUBJECT
01 ☐	Agriculture	09 ☐	Health Care
02 ☐	Business and consumer affairs	10 ☐	Higher education
03 ☐	Constitutions and elections	11 ☐	Human services
04 ☐	Education	12 ☐	Labor
05 ☐	Energy and utilities	13 ☐	Law and justice
06 ☐	Environmental affairs - natural resources - parks	14 ☐	Local government
		15 ☐	State government
07 ☐	Financial institutions and insurance	16 ☐	Technology
		17 ☐	Transportation
08 ☐	Fiscal	18 ☐	Other - Specify:

Remarks:

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

12. LOBBYIST'S SIGNATURE DATE

EMPLOYER'S AUTHORIZATION: Confirming the employment authority to lobby described in this registration statement.

EMPLOYER'S SIGNATURE, NAME TYPED OR PRINTED, AND TITLE DATE

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

NOT VALID UNLESS SIGNED BY BOTH

LOBBYIST IDENTIFICATION FORM

Photo
this
size
(2x2)

NAME:
BUSINESS ADDRESS:
PHONE:

OLYMPIA ADDRESS:
PHONE:

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)

AMENDATORY SECTION (Amending WSR 14-01-011, filed 12/5/13, effective 1/5/14)

WAC 390-20-020 Forms for lobbyist report of expenditures. The official form for the lobbyist report of expenditures is designated "L-2," revised ((~~1/14~~)) 12/14 which includes the L-2 Memo Report, dated 1/02. 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.

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L2
1/14

PDC OFFICE USE

Lobbyist Monthly Expense Report

(as required by Chapter 397, 1995 Session Laws)

1. Lobbyist Name

Mailing Address

City State Zip + 4

New Address? ☐ Yes ☐ No

2. This report is for the period ______ (Month) ______ (Year)

This report corrects or amends the report for ______ (Month) ______ (Year)

Business Telephone ( ) -

ALL COMPLETE THIS PART			COMPLETE IF YOU HAVE MORE THAN ONE EMPLOYER		
Include all reportable expenditures by lobbyist and lobbyist's employer for or on behalf of the lobbyist incurred during the reporting period			**Amount attributed to each employer**		
Expense Category	**TOTAL AMOUNT THIS MONTH All employers plus own expense (Columns a + b + c + d and attached pages)**	**Amounts paid from lobbyist's own funds, not reimbursed or attributed to an employer. Column A**	**Employer No. ___ Column B**	**Employer No. ___ Column C**	**Employer No. ___ Column D**
3. COMPENSATION earned from employer for lobbying this period (salary, wages, retainer)	$		$	$	$
4. PERSONAL EXPENSES for travel, food and refreshments		$			
5. ENTERTAINMENT, GRATUITIES, TRAVEL, SEMINARS for state officials, employees, their families (See #15)					
6. CONTRIBUTIONS to elected officials, candidates and political committees (See #16)					
7. ADVERTISING, PRINTING, INFORMATIONAL LITERATURE					
8. POLITICAL ADS, PUBLIC RELATIONS, POLLING, TELEMARKETING, ETC. (See #17)					
9. OTHER EXPENSES AND SERVICES (See #18)					
10. TOTAL COMPENSATION AND EXPENSES INCURRED THIS MONTH	$	$	$	$	$

(Attach additional page(s) if you lobby for more than three employers.)

11. EMPLOYERS' NAMES
No. ___ (B)
No. ___ (C)
No. ___ (D)

12. Subject matter of proposed legislation or other legislative activity or rulemaking the lobbyist was supporting or opposing.

Subject Matter, Issue or Bill No.	Legislative Committee or State Agency Considering Matter	Employer Represented

☐ Continued on attached pages

13. Of the time spent lobbying, what percentage was devoted to lobbying: the Legislature _______% State Agencies _______%.

14. TERMINATION: (COMPLETE THIS ITEM ONLY IF YOU WISH TO TERMINATE YOUR REGISTRATION)

Date registration ends: Employer's name:

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 registration prior to lobbying for that employer in the future. All registrations terminate automatically on the second Monday in January of each odd numbered year.

CERTIFICATION

I certify that this report is true and complete to the best of my knowledge. LOBBYIST SIGNATURE DATE

CONTINUE ON REVERSE

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L2
12/14

PDC OFFICE USE

Lobbyist Monthly Expense Report

(as required by Chapter 397, 1995 Session Laws)

1. Lobbyist Name

Mailing Address

City State Zip + 4

New Address? ☐ Yes ☐ No

2. This report is for the period ______ (Month) ______ (Year)

This report corrects or amends the report for ______ (Month) ______ (Year)

Business Telephone ( ) -

ALL COMPLETE THIS PART Include all reportable expenditures by lobbyist and lobbyist's employer for or on behalf of the lobbyist incurred during the reporting period			COMPLETE IF YOU HAVE MORE THAN ONE EMPLOYER Amount attributed to each employer		
Expense Category	**TOTAL AMOUNT THIS MONTH** All employers plus own expense (Columns a + b + c + d and attached pages)	**Amounts paid from lobbyist's own funds, not reimbursed or attributed to an employer.** Column A	**Employer No. ___** Column B	**Employer No. ___** Column C	**Employer No. ___** Column D
3. COMPENSATION earned from employer for lobbying this period (salary, wages, retainer)	$		$	$	$
4. PERSONAL EXPENSES for travel, food and refreshments		$			
5. ENTERTAINMENT, GRATUITIES, TRAVEL, SEMINARS for state officials, employees, their families (See #15)					
6. CONTRIBUTIONS to elected officials, candidates and political committees (See #16)					
7. ADVERTISING, PRINTING, INFORMATIONAL LITERATURE					
8. POLITICAL ADS, PUBLIC RELATIONS, POLLING, TELEMARKETING, ETC. (See #17)					
9. OTHER EXPENSES AND SERVICES (See #18)					
10. TOTAL COMPENSATION AND EXPENSES INCURRED THIS MONTH	$	$	$	$	$

(Attach additional page(s) if you lobby for more than three employers.)

11. EMPLOYERS' NAMES
No. ___ (B)
No. ___ (C)
No. ___ (D)

12. Subject matter of proposed legislation or other legislative activity or rulemaking the lobbyist was supporting or opposing.

Subject Matter, Issue or Bill No.	Legislative Committee or State Agency Considering Matter	Employer Represented

☐ Continued on attached pages

13. Of the time spent lobbying, what percentage was devoted to lobbying: the Legislature _______% State Agencies _______%.

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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 registration prior to lobbying for that employer in the future. All registrations terminate automatically on the second Monday in January of each odd numbered year.

CERTIFICATION

I certify that this report is true and complete to the best of my knowledge. LOBBYIST SIGNATURE DATE

CONTINUE ON REVERSE

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Page 2 L2

Lobbyist Name

Reporting Period ______ (Month) ______ (Year)

15. Itemize all of the following expenditures that were incurred by lobbyist or lobbyist employer(s) for legislators, state officials, state employees and members of their immediate families. **In the total amount column, show the total amount spent for each occasion including any staging costs, tax, and gratuity. Also show the actual amount spent entertaining each individual, as shown in the example. When reporting a reception or similar event, show the amount fairly attributed to each individual.**
- Entertainment expenditures exceeding $25 per occasion (including lobbyist's expense) for meals, beverages, tickets, passes, or for other forms of entertainment.
- Travel, lodging and subsistence expenses in connection with a speech, presentation, appearance, trade mission, seminar or educational program.
- Enrollment and course fees in connection with a seminar or educational program.

Lobbyists must provide an elected official with a copy of the L-2 or Memo Report if the lobbyist reports: 1) spending on one occasion over $50 for food or beverages for the official and/or his or her family member(s); or 2) providing travel, lodging, subsistence expenses or enrollment or course fees for the official and, if permitted, the official's family.

Date	Names of all Persons Entertained or Provided Travel, etc. Include actual amounts spent for entertainment	Description, Place, etc.	Sponsoring Employer	Total Amount
mm/dd/year	*Example: Sen Bow ($32), Rep Arrow ($28), and J. D. Lobbyist ($36) tax & gratuity ($25.41)*	*Dinner at Anthony's, Olympia*	*XYZ Corporation*	*$121.41*
				$
N/A	Total expenses itemized on attached Memo Reports →			

☐ Continued on attached pages.

16. If a monetary or in-kind contribution exceeding $25 was given or transmitted by the lobbyist to any of the following, itemize the contribution below or on a Memo Report: local and state candidates or elected officials; local and state officers or employees; political committees supporting or opposing any candidate, elected official, officer or employee or any local or state ballot proposition. If a contribution exceeding $25 was given to the following, itemize the contribution below: a caucus political committee; a political party; or a grass roots lobbying campaign.

Date	Name of Individual or Committee Receiving Contribution	Source of Contribution	Amount
			$
N/A	Total contributions itemized on attached Memo Reports →		

If contributions were made directly 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: ______

17. Expenditures for: a) political advertising supporting or opposing a state or local candidate or ballot measure; or b) public relations, telemarketing, polling or similar activities that directly or indirectly are lobbying-related must be itemized by amount, vendor or person receiving payment, and a brief description of the activity. Itemize each expenditure on an attached page that also shows lobbyist name and report date. Put the aggregate total of these expenditures on line 8.

18. Payments by the lobbyist for other lobbying expenses and services, including payments to subcontract lobbyists, expert witnesses and others retained to provide lobbying services or assistance in lobbying and payments for grass roots lobbying campaigns (except advertising/printing costs listed in Item 7).

Date	Recipient's Name and Address	Employer for Whom Expense was Incurred	Amount
			$

☐ Continued on attached page.

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Lobbyist Name

Reporting Period (Month) (Year)

15. Itemize all of the following expenditures that were incurred by lobbyist or lobbyist employer(s) for legislators, state officials, state employees and members of their immediate families. **In the total amount column, show the total amount spent for each occasion including any staging costs, tax, and gratuity. Also show the actual amount spent entertaining each individual, as shown in the example. When reporting a reception or similar event, show the amount fairly attributed to each individual.**
- Entertainment expenditures exceeding $50 per occasion (including lobbyist's expense) for meals, beverages, tickets, passes, or for other forms of entertainment.
- Travel, lodging and subsistence expenses in connection with a speech, presentation, appearance, trade mission, seminar or educational program.
- Enrollment and course fees in connection with a seminar or educational program.

Lobbyists must provide an elected official with a copy of the L-2 or Memo Report if the lobbyist reports: 1) spending on one occasion over $50 for food or beverages for the official and/or his or her family member(s); or 2) providing travel, lodging, subsistence expenses or enrollment or course fees for the official and, if permitted, the official's family.

Date	Names of all Persons Entertained or Provided Travel, etc. Include actual amounts spent for entertainment	Description, Place, etc.	Sponsoring Employer	Total Amount
mm/dd/year	*Example: Sen Bow ($32), Rep Arrow ($28), and J. D. Lobbyist ($36) tax & gratuity ($25.41)*	*Dinner at Anthony's, Olympia*	*XYZ Corporation*	*$121.41*
				$
N/A	Total expenses itemized on attached Memo Reports →			

☐ Continued on attached pages.

16. If a monetary or in-kind contribution exceeding $25 was given or transmitted by the lobbyist to any of the following, itemize the contribution below or on a Memo Report: local and state candidates or elected officials; local and state officers or employees; political committees supporting or opposing any candidate, elected official, officer or employee or any local or state ballot proposition. If a contribution exceeding $25 was given to the following, itemize the contribution below: a caucus political committee; a political party; or a grass roots lobbying campaign.

Date	Name of Individual or Committee Receiving Contribution	Source of Contribution	Amount
			$
N/A	Total contributions itemized on attached Memo Reports →		

If contributions were made directly 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: ________

17. Expenditures for: a) political advertising supporting or opposing a state or local candidate or ballot measure; or b) public relations, telemarketing, polling or similar activities that directly or indirectly are lobbying-related must be itemized by amount, vendor or person receiving payment, and a brief description of the activity. Itemize each expenditure on an attached page that also shows lobbyist name and report date. Put the aggregate total of these expenditures on line 8.

18. Payments by the lobbyist for other lobbying expenses and services, including payments to subcontract lobbyists, expert witnesses and others retained to provide lobbying services or assistance in lobbying and payments for grass roots lobbying campaigns (except advertising/printing costs listed in Item 7).

Date	Recipient's Name and Address	Employer for Whom Expense was Incurred	Amount
			$

☐ Continued on attached page.

INFORMATION CONTINUED

L2

(Use this page if you need additional space for Items 12, 15 or 16)

Lobbyist Name

Reporting Period ______ (Month) ______ (Year)

12.	Subject Matter, Issue or Bill No.	Legislative Committee or State Agency Considering Matter	Employer Represented

15. Date	Names of all Persons Entertained or Provided Travel, etc.	Description, Place, etc.	Sponsoring Employer	Amount
				$

16. Date	Name of Individual or Committee Receiving Contribution	Source of Contribution	Amount
			$

INFORMATION CONTINUED

L2

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

Lobbyist 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 Expense was Incurred	Amount
			$

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L-2 Memo Report

1/02

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.

PDC OFFICE USE

TO: ______________________
Recipient's Name*

FROM: ______________________
Lobbyist's Name

____
Mailing Address

____
City State Zip + 4

This report is for the period ____ (Month) ____ (Year)

This report corrects or amends the report for ____ (Month) ____ (Year)

Business Telephone ( ) -

CONTRIBUTIONS to state or local candidate, elected official, or employee, legislative staff person or ballot issue committee.

Date Made	Amount or Value	Description (if in-kind)	Source of Contribution (Employer's Name or Own Funds)
	$		

MEALS, TRAVEL, SEMINARS to a state elected official, including a legislator, or members of the official's immediate family. Disclose: a) expenditures totaling over $50 on one occasion for food or beverages for the official and/or the official's family; or b) expenditures for providing permissible travel, lodging, subsistence expenses or enrollment or course fees for the official and the official's family.

Date Given	Amount or Value	Description	Source of Gift (Employer's Name or Own Funds)	Recipient (if family member)
	$			

____
Lobbyist's Signature Date

***Recipients of Contributions** will report receipt of a cash donation on a C-3 report or in-kind on a Schedule B to the C-4 report; **recipients of meals, travel and seminars** will report receipt of these items on their annual F-1 statement.

AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

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 in-person lobbying on behalf of ((~~this~~)) an agency unless and until that elected official has expended in excess of ((~~fifteen~~)) 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 ((~~fifteen~~)) 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 the front of PDC Form L-5 and include a listing of those excess expenditures as noted on that form.

AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

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 ((~~1/02~~)) 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.

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PUBLIC DISCLOSURE COMMISSION
711 CAPITOL WAY RM 206
PO BOX 40908
OLYMPIA WA 98504-0908
(360) 753-1111
TOLL FREE 1-877-601-2828

Employer of Lobbyist Monthly Political Contribution Report

L-3C
1/02

THIS SPACE FOR OFFICE USE

Employer's Name (Use complete company, association, union or entity name.)

Mailing Address

City State Zip

Who Must File Report: Employers of lobbyists registered in Washington State making one or more contributions, including in-kind contributions, during one calendar month totaling more than $100 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 $100 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 for details.

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 behalf | Signature | Date

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PUBLIC DISCLOSURE COMMISSION
711 CAPITOL WAY RM 206
PO BOX 40908
OLYMPIA WA 98504-0908
(360) 753-1111
TOLL FREE 1-877-601-2828

Employer of Lobbyist Monthly Political Contribution Report

L-3c
12/14

THIS SPACE FOR OFFICE USE

Employer's Name (Use complete company, association, union or entity name.)

Mailing Address

City State Zip

Who Must File Report: Employers of lobbyists registered in Washington State making one or more contributions, including in-kind 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 for details.

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 behalf	Signature	Date

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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 $100 -- 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.

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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.

AMENDATORY SECTION (Amending WSR 12-01-031, filed 12/13/11, effective 1/13/12)

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 ((~~1/12~~)) 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.

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PUBLIC DISCLOSURE COMMISSION
711 CAPITOL WAY RM 206
PO BOX 40908
OLYMPIA WA 98504-0908
(360) 753-1111
TOLL FREE 1-877-601-2828

PDC FORM
L-5
(Rev 1/12)

LOBBYING BY STATE AND LOCAL GOVERNMENT AGENCIES

Instructions Are Printed On Reverse

Agency or Governmental Entity Name and Address	Date prepared County	Report for calendar quarter ending Month Year

PERSONS WHO LOBBIED THIS QUARTER

Name	Job title	Annual salary	% of time spent lobbying during quarter
		$	

General description of lobbying activities or objectives. (Include bill or WAC numbers, if any)

☐ Check if person spent more than $15 of non-public funds in lobbying. See instructions on reverse.

Name	Job title	Annual salary	% of time spent lobbying during quarter
		$	

General description of lobbying activities or objectives. (Include bill or WAC numbers, if any)

☐ Check if person spent more than $15 of non-public funds in lobbying. See instructions on reverse.

Name	Job title	Annual salary	% of time spent lobbying during quarter
		$	

General description of lobbying activities or objectives. (Include bill or WAC numbers, if any)

☐ Check if person spent more than $15 of non-public funds in lobbying. See instructions on reverse.

EXPENDITURES FOR LOBBYING THIS QUARTER

Report only the separately identifiable and measurable expenditures incurred for lobbying purposes

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 Influence Legislation	$
Consultants Or Other Contractual Services	$
Total This Quarter	$
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 completing report
Signature of agency head	Work telephone Number Work E-mail

Attach additional sheets if more room is required

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PUBLIC DISCLOSURE COMMISSION
711 CAPITOL WAY RM 206
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OLYMPIA WA 98504-0908
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PDC FORM
L-5
(Rev 12/14)

LOBBYING BY STATE AND LOCAL GOVERNMENT AGENCIES

Instructions Are Printed On Reverse

Agency or Governmental Entity Name and Address	Date prepared	Report for calendar quarter ending
	County	Month Year

PERSONS WHO LOBBIED THIS QUARTER

Name	Job title	Annual salary	% of time spent lobbying 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. See instructions on reverse.

Name	Job title	Annual salary	% of time spent lobbying 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. See instructions on reverse.

Name	Job title	Annual salary	% of time spent lobbying 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. See instructions on reverse.

EXPENDITURES FOR LOBBYING THIS QUARTER

Report only the separately identifiable and measurable expenditures incurred for lobbying purposes

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 Influence Legislation	$
Consultants Or Other Contractual Services	$
Total This Quarter	$
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 completing report
Signature of agency head	Work telephone Number Work E-mail

Attach additional sheets if more room is required

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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

1. 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.

2. 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.

6. 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 $15 OF NON-PUBLIC FUNDS

Any person (including an elected official) who expends more than $15 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.

Send Reports To:
Public Disclosure Commission
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.

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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

1. 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.
2. 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.
6. 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.

Send Reports To:
Public Disclosure Commission
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.

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NON-PUBLIC FUNDS ATTACHMENT			L-5
Agency or Governmental Entity Name		Report for calendar quarter ending Month Year	
Expenditures over $15 of non-public funds			
Name of Lobbyist:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			

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NON-PUBLIC FUNDS ATTACHMENT

L-5

Agency or Governmental Entity Name	Report for calendar quarter ending Month Year

Expenditures over $25 of non-public funds

Name of Lobbyist:

Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
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Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			
Date	Source of funds	Person on Whom Funds Spent	Amount
Purpose:			

SERVICES ATTACHMENT		L-5
Agency or Governmental Entity Name	Report for calendar quarter ending Month Year	

Date	**Name**	**Amount**
Purpose		
Date	**Name**	**Amount**
Purpose		
Date	**Name**	**Amount**
Purpose		
Date	**Name**	**Amount**
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Date	**Name**	**Amount**
Purpose		
Date	**Name**	**Amount**
Purpose		

TRAVEL ATTACHMENT			L-5
Agency or Governmental Entity Name		Report for calendar quarter ending Month Year	
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
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Date	Name	Vendor Name	Amount
Purpose			
Date	Name	Vendor Name	Amount
Purpose			

AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

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 ((~~1/02~~)) 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.

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PUBLIC DISCLOSURE 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 **L-6** (1/02)

THIS SPACE FOR OFFICE USE

Sponsor's name

Address

City State Zip Telephone ( ) -

1. Describe the topic(s) or legislation about which the campaign is conducted. Include bill, rule, rate, standard number, if any.

2. This report covers:

☐ Registration (Initial report)

☐ Monthly report From To

☐ Final report (Campaign is ended)

3. List the principal officers of the group or organization if the sponsor is a business, union, association, political organization or other entity.

NAME	TITLE	ADDRESS

4. 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

5. Expenditures Made Or Incurred In The Campaign:

1. Previous expenditures (from line 4, last L-6 report)		$
2. Expenses this reporting period:	$	
A. Radio		
B. Television		
C. Newspapers, magazines		
D. Brochures, signs		
E. Printing and mailing		
F. Consultants, public relations		
G. Office expense, travel, salaries		
H. Contributions		
I. Entertainment		
J. Other expenses		
3. Total expenditures this period (lines 2a-2j)		$
4. Total expenditures in the campaign (lines 1 + 3)		$

Continue On Reverse

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PUBLIC DISCLOSURE 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
L-6
(12/14)

THIS SPACE FOR OFFICE USE

Sponsor's name

Address

City State Zip Telephone
( ) -

1. Describe the topic(s) or legislation about which the campaign is conducted. Include bill, rule, rate, standard number, if any.

2. This report covers:
   - ☐ Registration (Initial report)
   - ☐ Monthly report From To
   - ☐ Final report (Campaign is ended)

3. List the principal officers of the group or organization if the sponsor is a business, union, association, political organization or other entity.

NAME	TITLE	ADDRESS

4. 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

5. Expenditures Made Or Incurred In The Campaign:

1. Previous expenditures (from line 4, last L-6 report)		$
2. Expenses this reporting period:	$	
A. Radio		
B. Television		
C. Newspapers, magazines		
D. Brochures, signs		
E. Printing and mailing		
F. Consultants, public relations		
G. Office expense, travel, salaries		
H. Contributions		
I. Entertainment		
J. Other expenses		
3. Total expenditures this period (lines 2a-2j)		$
4. Total expenditures in the campaign (lines 1 + 3)		$

Continue On Reverse

((

'age 2 **L-6**

ponsor's name

This report covers:

Contributions:

List each person or organization who has contributed $25 or more during this report period

NAME	ADDRESS, CITY, ZIP	AMOUNT
		$

ist Total Amount From Any Attached Pages .... $

'otal Amount Received In Contributions Less Than $25 Where Contributor's Name Is Not Listed ....

'otal Contributions This Period ....

'otal Contributions During The Campaign ....

:ERTIFICATION: I hereby certify under penalty of perjury that the information contained in this report is true and correct to the best of my knowledge.

lame and title	Signature	Date

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 $1,000 in the aggregate in any three month period or exceeding $500 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.

SEND REPORT TO: Public Disclosure Commission
711 Capitol Way, Rm 206
PO Box 40908
Olympia, WA 98504-0908

QUESTIONS: CALL (360) 753-1111, OR TOLL FREE 1-877-601-2828

))

Sponsor's name | This report covers:

6. Contributions:

List each person or organization who has contributed $25 or more during this report period

NAME	ADDRESS, CITY, ZIP	AMOUNT
		$

List Total Amount From Any Attached Pages .... $

Total Amount Received In Contributions Less Than $25 Where Contributor's Name Is Not Listed ....

Total Contributions This Period ....

Total Contributions During The Campaign ....

CERTIFICATION: I hereby certify under penalty of perjury that the information contained in this report is true and correct to the best of my knowledge.

Name and title	Signature	Date

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.

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AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

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 ((~~twenty-five~~)) 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 ((~~twenty-five~~)) 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.

AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

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 ((~~$25~~)) fifty dollars 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) 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.

AMENDATORY SECTION (Amending WSR 12-03-002, filed 1/4/12, effective 2/4/12)

WAC 390-28-100 Reporting modifications—Possible qualifications—~~Standards—~~Statement of financial affairs. (1) One or more of the following may be considered by the commission as possible qualifications for a reporting modification with respect to the statement of financial affairs, when it is in the public interest:

(a) **Banks, savings accounts, insurance policies - Financial interests.** ((~~A candidate or official~~)) An applicant may be exempted from reporting any financial interest, otherwise required to be reported by RCW 42.17A.710 (1)(b) if:

(i) The financial institution or other entity in which the ((~~candidate or official~~)) applicant held an interest does not engage in business in the state of Washington, or is not regulated in whole or in part by the office sought or held by ((~~such candidate or official~~)) the applicant;

(ii) Such reporting would present a manifestly unreasonable hardship to the ((~~candidate or official~~)) applicant; and

(iii) The interest would present no actual or potential conflict with the proper performance of the duties of the office sought or held.

(b) **Income and ownership interests.** ((~~A candidate or official~~)) An applicant may be exempted from reporting the information otherwise required by RCW 42.17A.710 (1)(f) and (g), if:

(i) Public disclosure would violate any legally recognized confidential relationship;

(ii) The information does not relate to a business entity which would be subject to the regulatory authority of the office sought or held by the ((~~candidate or official~~)) applicant in whole or in part;

(iii) Such reporting would present a manifestly unreasonable hardship to the ((~~candidate or official~~)) applicant including but not limited to adversely affecting the competitive position of an entity in which the ((~~filer~~)) applicant had an interest of ten percent or more as described in RCW 42.17A.120; and

(iv) The interest in question would present no actual or potential conflict with the performance of the duties of the office sought or held.

(c) **Immediate family members' interests.** ((~~A candidate or official~~)) An applicant may be exempted from reporting the information otherwise required by RCW 42.17A.710 for members of the applicant's immediate family ((~~of a candidate or official~~)), if:

(i) Such information relates to a financial interest held by such member under a bona fide separate property agreement, or other bona fide separate status; and, such financial interest ((~~does~~)) is not ((~~constitute~~)) a present or prospective source of income to ((~~such candidate or official~~)) the applicant or to any other person who is dependent upon ((~~such candidate or official~~)) the applicant for support in whole or in part; or

(ii) Reporting the name of an entity in which the immediate family holds an interest of ten percent or more would be likely to adversely affect the competitive position of the entity, under RCW 42.17A.120.

(d) **Personal residence - Real property.** Regarding reporting the information otherwise required by RCW 42.17A.710 (1)(h) through (k):

(i) Under WAC 390-24-200, the filer shall list the street address of each parcel, the assessor's parcel number, the abbreviated legal description appearing on property tax statements, or the complete legal description. Each property description shall be followed by the name of the county in which the property is located.

(ii) No modification will be necessary if the filer describes the real property using one of the alternatives in WAC 390-24-200, plus the name of the county.

(iii) A modification will be required if the filer seeks some other means to describe reportable real property including the personal residence of the filer. The commission may consider a modification, for example, when the filer or his or her immediate family member has received a threat, has a no contact order, or presents a similar personal safety ((~~situation~~)) concern.

A prospective modification to allow nondisclosure of a residential address may be granted when the applicant or an immediate family member has received a threat, been issued a no contact order or presents a similar personal safety concern.

(e) **Other.** ((~~A candidate or official~~)) An applicant may be exempted from reporting information otherwise required under RCW 42.17A.710 which would constitute a manifestly unreasonable hardship in a particular case, when the circumstances presented would not indicate any actual or potential conflict with the proper performance of the duties of the office sought or held. Examples of ((~~members of professions often seeking modifications, and examples of other frequent situations that may result in modification requests, are described in commission interpretive statements.~~)) other common requests will be considered as follows:

(i) **Lawyers and law firms (when applicant is an incumbent or candidate and acts alone or as part of a governing body, board, or commission).** An applicant may be allowed to satisfy the reporting requirements of RCW 42.17A.710 (1)(g)(ii) and WAC 390-24-020 by disclosing reportable clients from whom compensation has been paid in excess of the reporting threshold as follows:

(A) The names of the business clients for whom the applicant has done legal work;

(B) Other clients of the law firm whose interests are significantly affected by the applicant's actions as an elected or appointed official or whose actions will be affected by the applicant's action should the applicant be elected whose identities become known to the applicant through any means;

(C) The names of the clients of the law firm who are listed in Martindale Hubbell, the firm's resume, web site, or similar promotional materials; and

(D) Governmental clients that have done business with the law firm.

An applicant may also be required to disclose all business customers from whom compensation in excess of the reporting threshold has been received whose identities are publicized or referenced in documents open for public inspection at the courts, in administrative hearings, at proceedings conducted by public agencies, or are a matter of public knowledge in other similar public forums. Alternatively, the commission may require an applicant to report only those publicly identifiable customers of which the applicant is aware.

(ii) **Judges and former law firms.** An applicant may be allowed to satisfy the reporting requirements of RCW 42.17A.710 (1)(g)(ii) and WAC 390-24-020 by disclosing any required information of which the applicant is aware, when the applicant certifies he or she is no longer able to access or has been denied access to the former law firm's client information.

The commission may apply (e)(i) of this subsection when the applicant is a nonincumbent judicial candidate who practiced law during the reporting period and who seeks a modification regarding reportable business clients of the law firm.

(iii) **Motor vehicle dealers.** An applicant may satisfy the reporting requirements of RCW 42.17A.710 (1)(g) and WAC 390-24-020 by disclosing:

(A) All purchases and leases of vehicles, and purchases of parts and services from the dealership, by the agency or jurisdiction in which the applicant seeks or holds office;

(B) Other business and governmental entities that purchased or leased ten or more vehicles from the dealership;

(C) Business customers who paid in excess of twenty thousand dollars for the purchase of parts and/or service from the dealership; and

(D) Any other governmental entity that paid the dealership in excess of the disclosure threshold established under RCW 42.17A.710 (1)(g)(ii) for the purchase of parts and/or service.

(iv) **Applicants whose spouse or registered domestic partner creates a reporting obligation for the applicant.** When an applicant is required to report the activities of an entity solely because the applicant's spouse or registered domestic partner held an office, directorship, general partnership or ownership interest in the entity and the applicant does not have direct knowledge of the information that must be reported, the applicant may be allowed to satisfy the disclosure requirements of RCW 42.17A.710 (1)(g)(ii) and WAC 390-24-020 by disclosing reportable customers from whom compensation in excess of the disclosure threshold established under RCW 42.17A.710 (1)(g)(ii) has been received as follows:

(A) All payments made by the agency or jurisdiction in which the applicant seeks or holds office to the entity;

(B) The business and other governmental customers or clients of the applicant's spouse/domestic partner and of the entity of which the applicant is aware; and

(C) Any other business and other governmental customers or clients of the entity whose identities are known to the applicant and whose interests are significantly affected by the agency or jurisdiction in which the applicant seeks or holds office. The commission may apply (e)(i) through (iii) of this subsection when the applicant's spouse/domestic partner is a lawyer, judge, or motor vehicle dealer.

(2) "Bona fide separate property agreement" means an agreement or court order describing separate property in a valid:

(a) Prenuptial agreement;

(b) Separate property contract under chapter 26.09 RCW;

(c) Separate property court decree under chapter 26.09 RCW;

(d) Domestic partnership agreement under chapter 26.60 RCW;

(e) Domestic partnership agreement as part of a notice of termination under chapter 26.60 RCW; or

(f) Postnuptial agreement.

(3) "Other bona fide separate status" means a valid written agreement or court decree recognizing the separate status of the parties under state law, including their individual property that is separate under state law.