

KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

July 30, 2002

Motion 11490

Proposed No. 1999-0636.2

Sponsors Phillips, Nickels, Gossett and Hague

1 A MOTION adopting initial administrative rules to carry
2 out the policies and purposes of Ordinance 13320.

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 WHEREAS, Ordinance 13320, relating to lobbyist disclosure, required the
department of information and administrative services to adopt administrative rules to
carry out the policies and purposes of the ordinance, and

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 WHEREAS, the department shall transmit initial administrative rules for council
approval, and

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 WHEREAS, the initial administrative rules shall be effective upon approval by
the metropolitan King County council by motion;

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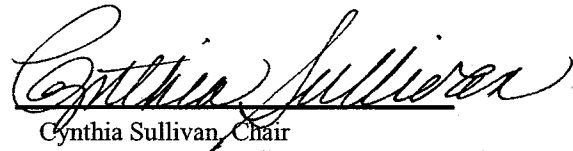
 NOW, THEREFORE, BE IT MOVED by the Council of King County:

13 The initial administrative rules to carry out the policies and purposes of Ordinance
14 13320, set out in Attachment A to this motion and designated, are hereby adopted.
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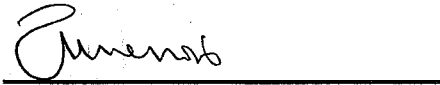
Motion 11490 was introduced on 11/1/1999 and passed by the Metropolitan King County Council on 7/29/2002, by the following vote:

Yes: 10 - Ms. Sullivan, Ms. Edmonds, Mr. von Reichbauer, Mr. Phillips, Mr. Pelz, Mr. Constantine, Mr. Pullen, Mr. Gossett, Ms. Hague and Ms. Patterson
No: 1 - Ms. Lambert
Excused: 2 - Mr. McKenna and Mr. Irons

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON


Cynthia Sullivan, Chair

ATTEST:



Anne Noris, Clerk of the Council

Attachments A. King County Public Rules and Regulations Revised June 14, 2002



Title	Document Code No.
Department/Issuing Agency	Effective Date.
Approved	

1.0 SUBJECT TITLE: Regulations for Registering and Reporting by Lobbyists

1.1 EFFECTIVE DATE:

1.2 TYPE OF ACTION:

1.3 KEY WORDS:

2.0 PURPOSE: To implement the provisions of Ordinance 13320, as codified in KCC _____, requiring registration and reporting by persons who lobby the county council.

3.0 ORGANIZATION AFFECTED: Department of Executive Services.

4.0 REFERENCES: King County Code _____; Ordinance 13320

5.0 DEFINITIONS:

5.1 The following definitions, as provided in KCC _____, shall apply to these Rules:

a. "Compensation" means anything of economic value, however designated, which is paid, granted or transferred, or is to be paid, granted or transferred for, or in consideration of, personal services to any person, except that minor incidental personal expenses, such as mileage, parking, meals, photocopying, telephone, and facsimiles for persons not employed or retained as lobbyists are not included in "compensation".

b. "Council staff" means any person employed in the legislative branch of King County government.

c. "County employee" means any individual who is appointed as an employee by the appointing authority of a county department, agency, or office. The term "county employee" also includes any person elected at a general or special election to any county elected office and any person appointed to fill a vacancy in any such office. The term "county employee" also includes members of county boards, commissions, committees or other multi-member county bodies established by ordinance or motion.

d. "Department" means the department of executive services.

e. "Expenditure" includes a payment, contribution, subscription, distribution, loan, advance, deposit, gift, contract, promise or agreement to make expenditure. The term "expenditure" also includes a promise to pay a payment or a transfer of anything of value in exchange for goods, services, property, facilities or anything of value. For the purposes of this ordinance, agreements to make expenditures, contracts and promises to pay may be reported as estimated obligations until actual payment is made.

f. "Gift," means the same as the definition of "gift" in the employee code of ethics, K.C.C. 3.04.017G.

g. "Legislation" means any ordinance or motion that is proposed to be or is introduced before the council under the provisions of Sections 230 and 240 of the county charter or any other matter that may be the subject of action by the council or any of its committees and any ordinance or motion that, having been adopted by the council, is required to be presented for approval or veto by the executive provided that the following shall not be considered legislation for the purposes of this ordinance:

1. Ordinances introduced on matters considered to be quasi-judicial under state law;
2. Motions introduced to confirm or reject appointments by the executive; and
3. Motions introduced to exercise the council's power of appointment or removal.

h. "Lobby" and "lobbying" each mean attempting to influence, by communicating with councilmembers or council staff, the Metropolitan King County Council to develop, adopt, modify or reject legislation, or attempting to influence, by communicating with the executive or executive staff, the King County executive to approve or veto adopted legislation, or part thereof, presented to him or her.

For purposes of this ordinance the terms "lobby" and "lobbying" do not include any of the following:

1. The act of communicating with the members of an association or organization by that same association or organization;
2. Communications or other actions made by a person related to a quasi-judicial proceeding before the council;
3. Communications or actions made by a person related to proposed motions to confirm or reject appointments by the executive;
4. Communications or actions made by a person related to proposed motions to exercise the council's power of appointment or removal;
5. Communications or other actions related to proposed employment actions concerning legislative branch employees;
6. Communications or other actions by any county employee acting within the scope of his or her employment with the county;
7. Communications or other actions by representatives of labor organizations related to existing or proposed collective bargaining agreement(s) with the county or other legislation which could affect specific existing or proposed collective bargaining agreements; or
8. Communications or other actions by a person with the executive or executive staff regarding legislation at any time prior to its adoption by the council.

i. "Lobbyist" means any person who lobbies for compensation.

j. "Lobbyist's employer" means the person or persons by whom a lobbyist is employed or otherwise compensated for acting as a lobbyist. For purposes of this ordinance, the term "lobbyist's employer" includes, but is not limited to:

1. Every person who engages or utilizes the services of any other person to lobby, upon an agreement express or implied, for compensation or for other consideration; and
2. The officers and employees of such person and/or any third party, who is engaged, employed or utilized by such person to lobby.

k. "Month" is a calendar month.

- l. "Person" includes an individual, partnership, joint venture, public or private corporation, association, federal, state or local governmental entity or agency however constituted, candidate, committee, political committee, political party, executive committee thereof, or any other organization or group of persons, however organized.
- m. "Polling" means contacting individuals or groups to determine or change their positions using telephone interviews, face to face interviews or focus groups.
- n. "Public relations" means any activity, and research to support such activity, that is intended to inform, educate, persuade or reinforce public opinion including, but not limited to, advertising, press conferences, editorial boards and speakers bureaus.
- o. "Quarter" is a calendar quarter, i.e., January through March, April through June, July through September, and October through December.
- p. "Representatives of labor organizations" means any employee or designated spokesperson of a bargaining representative that represents county employees.

5.2 The following terms as used in Chapter __ KCC and in these Rules shall have the following meanings:

- a. As used in KCC _____ (Ord. Sec. 10A), relating to professional grass roots lobbying campaigns, the term "consecutive twelve month period," means the period that commences on the first day of any month in which a person makes an expenditure required to be reported by KCC _____ (Ord. Sec. 10B5), and ends on the last day of the eleventh month following the first month (e.g., if an expenditure occurs on May 21, 1999, the consecutive twelve month period begins May 1, 1999 and ends April 30, 2000).
- b. As used in KCC _____ (Ord. Sec. 2G(second G)) and these Rules, "quasi-judicial proceeding" means a proceeding of the county council involving a determination of the legal rights, duties or privileges of specific parties which is subject to the appearance of fairness doctrine under Chapter 42.36 RCW.
- c. As used in KCC _____ (Ord. Sec. 3B) and these Rules, "significant modification" means any change to the Lobbyist Registration Statement filed pursuant to KCC _____ (Ord. Sec. 3A) and shown on Form L1.
- d. As used in KCC _____ (Ord. Sec. 10A) and these rules, "grass roots lobbyist" means any person who has made expenditures exceeding ten thousand dollars in the aggregate within any consecutive twelve month period or who knows he or she will expend ten thousand dollars within any consecutive twelve month period presenting a program addressed to the public which is specifically intended, designed or calculated to influence legislation that may be the subject of action by the council.

6.0 ADMINISTRATIVE RULES:

6.1 Forms for Lobbyist Registration

Each lobbyist must file a registration report on "Form L1" for each employer as required by KCC _____ (Ord. Sec.3A). Copies of this form are available at the Department of Executive Services, Room 410, King County Courthouse, 516 3rd Avenue, Seattle, WA 98104. Any attachments shall be on 8-1/2" x 11" white paper.

6.2 Reporting an employer who is an entity

If the lobbyist's employer is an entity including, but not limited to, a business or trade association whose members include businesses, groups, associations, or organizations or which as a representative

entity undertakes lobbying activities for businesses, groups, associations, or organizations, then the lobbyist shall report as the lobbyist's employer the name of the business or trade association, and the name and address of each member of such entity, or person represented by such entity, whose fees, dues, payments or other consideration paid to such entity during either of the prior two years have exceeded five hundred dollars or who is obligated to or has agreed to pay fees, dues, payment or other consideration exceeding five hundred dollars to the entity during the current calendar year. (Ord. Sec. 3A9) The list of the names and addresses may be attached to Form L1. Any attachments shall be on 8 ½" x 11" white paper. If there is a change in the members of the organization who are required to be listed then the lobbyist shall file an amended Lobbyist Registration Form L1.



KING COUNTY
516 3rd Avenue, #410
Seattle, WA 98104
(206) 296-3824

LOBBYIST REGISTRATION

THIS SPACE FOR OFFICE USE

L1

1. LOBBYIST NAME		
PERMANENT BUSINESS ADDRESS		
CITY	STATE	ZIP
2. TEMPORARY KING COUNTY ADDRESS		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. PERSON OR ENTITY FOR WHOM YOU ACT AS A LOBBYIST:		
5. NAME AND ADDRESS OF PERSON HAVING CUSTODY OF ACCOUNTS, RECEIPTS, BOOKS OR OTHER DOCUMENTS WHICH SUBSTANTIATE LOBBYIST REPORTS.		DESCRIPTION OF EMPLOYMENT (CHECK ONE BOX) <input type="checkbox"/> REGULAR EMPLOYEE <input type="checkbox"/> CONTRACT, RETAINER OR SIMILAR AGREEMENT SOLE DUTY IS LOBBYING? (CHECK ONE BOX) <input type="checkbox"/> Yes <input type="checkbox"/> No
6. WHAT IS YOUR COMPENSATION FOR LOBBYING?		DOES EMPLOYER PAY ANY OF YOUR LOBBYING EXPENSES DIRECTLY? IF YES: EXPLAIN WHICH ONES:
7. ARE YOU REIMBURSED FOR LOBBYING EXPENSES? EXPLAIN WHICH EXPENSES. <input type="checkbox"/> YES: \$ _____ PER _____ <input type="checkbox"/> YES: I AM REIMBURSED FOR EXPENSES. <input type="checkbox"/> NO: I AM NOT REIMBURSED FOR EXPENSES.		
8. HOW LONG DO YOU EXPECT TO LOBBY FOR THIS ORGANIZATION? <input type="checkbox"/> PERMANENT LOBBYIST <input type="checkbox"/> OTHER, EXPLAIN:		
9. IS YOUR EMPLOYER A BUSINESS OR TRADE ASSOCIATION OR SIMILAR ORGANIZATION WHICH LOBBIES ON BEHALF OF ITS MEMBERSHIP? 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 EXPECTS TO PAY OVER \$500 THIS YEAR. <input type="checkbox"/> NO <input type="checkbox"/> YES, THE LIST IS ATTACHED		
10. AREAS OF INTEREST, LOBBYING IS MOST FREQUENTLY CONCERNED WITH THE FOLLOWING SUBJECT MATTER:		
SUBJECT MATTER	SUBJECT MATTER	SUBJECT MATTER
<input type="checkbox"/> Agriculture & Forestry	<input type="checkbox"/> Parks & Open Space	<input type="checkbox"/> Other
<input type="checkbox"/> Management & Customer Service.	<input type="checkbox"/> Unincorporated Areas	<input type="checkbox"/> Other
<input type="checkbox"/> Natural Resources	<input type="checkbox"/> Utilities	<input type="checkbox"/> Law & Justice
<input type="checkbox"/> Budget and Fiscal Management	<input type="checkbox"/> Regional Policy	<input type="checkbox"/> Human Services
<input type="checkbox"/> Cultural Resources	<input type="checkbox"/> Regional Transit	<input type="checkbox"/> Housing
<input type="checkbox"/> Economic Development	<input type="checkbox"/> Regional Water Quality	<input type="checkbox"/> Transportation & Transit
<input type="checkbox"/> Growth Management	<input type="checkbox"/> Technology	

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

Date registration ends: _____ Employer's Name: _____

I understand that once I have terminated my registration, I must file a new registration prior to lobbying for that employer in the future.

CERTIFICATION: I HEREBY CERTIFY THAT THE ABOVE IS A TRUE, COMPLETE AND CORRECT STATEMENT.

LOBBYIST'S SIGNATURE	DATE	EMPLOYER'S SIGNATURE (Printed Name and Title)	DATE
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NOT VALID UNLESS SIGNED BY BOTH

6.2 Lobbyist Registration – Exempt Lobbyists.

A person who is exempt as a citizen lobbyist (Ord. Sec. 4), as a technical expert (Ord. Sec. 5) or as a media person (Ord. Sec. 7) from filing a lobbyist registration statement under KCC _____, but who opts to register as a lobbyist, shall be required to file the reports required by KCC _____ (Ord. Sec. 3). The employer of such registered lobbyist shall be required to file the reports provided in KCC _____ (Ord. Sec. 9).

6.3 Loss of Exempt Status

It is recognized that a person, who in good faith commences lobbying within the exemptions from the registration and reporting requirements pursuant to KCC _____ (Ord. Sec. 4, 5, 6 and 7) may become ineligible for such exemption(s) and would thus be in violation of the ordinance. Enforcement action shall not commence if the person:

- Registers as a lobbyist within seven (7) days of losing an exemption, by filing the required L1 form; and
- Files an L2 at the next quarterly due date, said L2 to include all reportable expenditures cumulatively to date for each employer.

6.4 Lobbyist Registration – Amended Registration Statement

Pursuant to KCC _____ (Ord. Sec. 3B), a person filing an LI shall file a revised L1 within seven calendar days of any change occurring in the information required by the L1.

6.5 Forms for lobbyist reports of expenditures. -Each lobbyist shall file the following three reports:

6.5.1 A report of quarterly expenditures that reports expenditures for each employer as required by KCC _____ (Ord. Sec. 8). The official form for this report is designated "Form L2.1" and is due quarterly on April 15, July 15 and October 15. Copies of this form are available at the Department of Executive Services, Room 410, King County Courthouse, 516 3rd Avenue, Seattle, WA 98104. Any attachments shall be on 8-1/2" x 11" white paper.

6.5.2 A report of quarterly expenditures that covers the total expenditures of the preceding calendar year, and the expenditures for the fourth quarter of the preceding year (October 1 to December 31) as required by KCC _____ (Ord. Sec. 8). The official form for this report is designated "Form L2.2" and is due annually on January 15. Copies of this form are available at the Department of Executive Services, Room 410, King County Courthouse, 516 3rd Avenue, Seattle, WA 98104. Any attachments shall be on 8-1/2" x 11" white paper.

6.5.3 If the lobbyist's employer is an entity (Ord. Sec. 3A9) then the lobbyist shall list the name of the entity as the employer on the quarterly expenditure forms (Form L2.1 and L2.2).



KING COUNTY
516 3rd Avenue, #410
Seattle, WA 98104
(206) 296-3824

**LOBBYIST QUARTERLY
EXPENSE REPORT
Expenses Per Employer**

KING COUNTY OFFICE ONLY

L2.1

1. LOBBYIST NAME

MAILING ADDRESS

CITY

STATE

ZIP

New Address?
 No Yes

2. This report is for the period

This report corrects the report for

BUSINESS TELEPHONE

_____ to _____
Month/Year Month/Year

_____ to _____
Month/Year Month/Year

()

3. NAME OF LOBBYIST'S EMPLOYER

MAILING ADDRESS

CITY

STATE

ZIP

New Address?
 No Yes

Include all reportable expenditures by lobbyist and lobbyist's employer for or on behalf of the lobbyist incurred during the reporting period.

EXPENSE CATEGORY Include all reportable expenditures by lobbyist and lobbyist's employer for or on behalf of the lobbyist incurred during the reporting period.	TOTAL AMOUNT THIS QUARTER All employer plus own expenses (Columns A + B)	Lobbyist Own Expenses Not reimbursed or attributed to an employer. Column A	Employer Reimbursed Expenses Reimbursed or attributed to an employer. Column B
4. COMPENSATION earned from employer for lobbying this period (salary, wage, retainer)			
5. ENTERTAINMENT, GRATUITIES, for officials, employees, their families (See #9)			
6. OTHER EXPENSES AND SERVICES (See #9)			
7. TOTAL EXPENSES INCURRED THIS QUARTER (Add Lines 4-6)			

8. Subject matter(s) of proposed legislation or other legislative activity the lobbyist was supporting or opposing.
Subject Matter(s), Issue(s), Motion or Ord. Number(s) Legislative Committee(s) or Matter(s)

Continued on attached pages? No Yes

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

LOBBYIST'S SIGNATURE

DATE

CONTINUE ON REVERSE SIDE

L2 – Page 2

9. Itemize all of the following expenditures that were incurred by lobbyist or lobbyist employer for lobbyist activities. Show the actual amount incurred for each individual or the amount fairly attributed to each.

- Entertainment expenditures: Expenses (including lobbyist's own) for meals, beverages, tickets, passes, connected travel, and/or other forms of entertainment.
- Other Expenses and Services: Payments by lobbyist for other lobbying expenses and services, including for advertising, printing, informational material, political advertising, public relations, telemarketing, polling, payments to subcontract lobbyists, expert witnesses and others retained to provide lobbying services or assistance in lobbying and payments for grass roots lobbying campaigns or similar activities.

Date	Name of Person(s) Entertained or Payment Recipient(s) Name and Address	Description, Place, Purpose, etc.	Amount

Continued on attached pages? No Yes



KING COUNTY
516 3rd Avenue, #410
Seattle, WA 98104
(206) 296-3824

**LOBBYIST JANUARY
EXPENSE REPORT**

KING COUNTY OFFICE ONLY

L2.2

2. LOBBYIST NAME _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ New Address?
 No Yes

8. This report is for _____ This report corrects the report for _____ BUSINESS TELEPHONE
January _____ Year _____ January _____ Year _____ ()

9. NAME OF LOBBYIST EMPLOYER _____

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____ New Address?
 No Yes

EXPENSE CATEGORY	TOTAL AMOUNT THIS QUARTER	Lobbyist's Own Expenses	Employer Reimbursed Expenses
Include all reportable expenditures by lobbyist and lobbyist's employer for or on behalf of the lobbyist incurred during the reporting period.	All employer plus own expenses (Columns A + B)	Amounts not reimbursed or attributed to an employer. Column A	 Column B
10. COMPENSATION earned from employer for lobbying this period (salary, wage, retainer)			
11. ENTERTAINMENT, GRATUITIES, for officials, employees, their families (See #9)			
12. OTHER EXPENSES AND SERVICES (See #9)			
13. TOTAL EXPENSES INCURRED THIS QUARTER (Lines 4-6)			

8. Subject matter(s) of proposed legislation or other legislative activity the lobbyist was supporting or opposing.

Subject Matter(s), Issue(s), Motion or Ord. Number(s) Legislative Committee(s) or Matter(s)

Continued on attached pages? No Yes

CONTINUE ON REVERSE SIDE

L2-A – Page 2

9. Itemize all of the following expenditures that were incurred by lobbyist or lobbyist employer for lobbyist activities. Show the actual amount incurred for each individual or the amount fairly attributed to each.

- **Entertainment expenditures:** Expenses (including lobbyist's own) for meals, beverages, tickets, passes, connected travel, and/or other forms of entertainment.
- **Other Expenses and Services:** Payments by lobbyist for other lobbying expenses and services, including for advertising, printing, informational material, political advertising, public relations, telemarketing, polling, payments to subcontract lobbyists, expert witnesses and others retained to provide lobbying services or assistance in lobbying and payments for grass roots lobbying campaigns or similar activities.

Date	Name of Person(s) Entertained or Payment Recipient(s) Name and Address	Description, Place, Purpose, etc.	Amount

Continued on attached pages? No Yes

ANNUAL EXPENDITURE REPORT

EXPENSE CATEGORY	SUMMARY – TOTAL AMOUNT THIS YEAR
Include all reportable expenditures by lobbyist and lobbyist's employer(s) for or on behalf of the lobbyist incurred during the reporting period.	All own expenses plus those reimbursed or attributed to employer(s).
10. COMPENSATION earned from employer for lobbying this period (salary, wage, retainer)	
11. ENTERTAINMENT, GRATUITIES for officials, employees, their families	
12. OTHER EXPENSES AND SERVICES	
13. TOTAL EXPENSES INCURRED THIS YEAR (Lines 10-12)	

EMPLOYER SIGNATURE
 I certify that this report is true and complete to the best of my knowledge.
 Name _____ Date _____
 Signature _____

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

LOBBYIST'S SIGNATURE _____
DATE _____

6.6 Lobbyist Registration – Termination.

A lobbyist who terminates his or her employment with a lobbyist's employer shall advise the County by filing an amended Lobbyist Registration form ("Form L1"). For each employer, submit a separate termination form. Copies of these forms are available at the Department of Executive Services, Room 410, King County Courthouse, 516 3rd Avenue, Seattle, WA 98104. A lobbyist who terminates such registration shall file any reports required under the lobbyist reporting provisions for the period during which he/she was registered as a lobbyist. The employer of any such lobbyist shall not be relieved of any duty to file the report otherwise required by KCC _____ (Ord. Sec. 9).

6.7 Forms for lobbyist employer's report.

Employers of registered lobbyists must report total annual expenditures for lobbying as required by KCC _____ (Ord. Sec.9A2). The records and documents substantiating financial reports made pursuant to Ord. Sec. 9A must be retained for at least five (5) years from the date of filing of the statement containing such items (Ord. Sec. 9B).

Lobbyists Employers have two options to comply with the requirement for reporting:

6.7.1 OPTION 1:

Lobbyists employers may sign a verification on the Lobbyist Report "Form L2.2" that is due on January 15th (Ord. Sec. 9A1); or

6.7.2 OPTION 2:

Lobbyist Employers may file the lobbyist employer's report of registered lobbyists and expenses. (Ord. Sec. 9A2) The official form for this report is "Form L3" that is due on the last day of February for the preceding year. Copies of the "Form L3" are available at the Department of Executive Services, Room 410, King County Courthouse, 516 3rd Avenue, Seattle, WA 98104. Any attachments shall be on 8-1/2" x 11" white paper.



KING COUNTY
116 3rd Avenue, #410
Seattle, WA 98104
(206) 296-3824

**LOBBYIST EMPLOYER'S
REPORT OF REGISTERED
LOBBYISTS & EXPENSES**

L3

KING COUNTY OFFICE ONLY

1. EMPLOYER'S NAME (Use complete company, association, union or entity name.)

ATTENTION (Identify person to whom inquiries about the information below should be directed; NOT the Lobbyist.)

MAILING ADDRESS

CITY STATE ZIP

New Address?
 No Yes

THIS REPORT MUST BE FILED BY THE LAST DAY OF FEBRUARY, including expenditures made and accrued during the previous calendar year incurred by all lobbying. Complete all sections. Use "none" or "0" when applicable.

2. TOTAL EXPENDITURES: Amount of total expenses incurred by the reporting person/entity for lobbying purposes, whether through or on behalf of a registered lobbyist or otherwise (including all expenditures listed in #3).

3. NAMES & EXPENDITURES PER EACH LOBBYIST: The name and address of each lobbyist, registered under Ordinance 13320, employed by the reporting person and the total expenditures made by lobbyist and attributed or reimbursed by employer for lobbying purposes.

Name of Registered Lobbyists (if payments were to lobby firm, list firm name)	Address of Registered Lobbyist	Total Expenditures by or for each Lobbyist

Continued on attached pages? No Yes

Total From Attached Page:

--

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

EMPLOYER SIGNATURE

DATE

6.8 Forms for registration and reporting by sponsors of professional grass roots lobbying campaigns.

The official form for registration and reporting by sponsors of professional grass roots lobbying campaigns, as required by KCC _____ (Ord. Sec. 10B) is designated "Form L4". Each sponsor who has registered under this section shall also file quarterly reports on the "Form L4" (Ord. Sec. 10C). The quarterly reports are due on January 15, April 15th, July 15th and October 15th. Copies of this form are available at the Department of Executive Services, Room 410, King County Courthouse, 516 3rd Avenue, Seattle, WA 98104. Any attachments shall be on 8-1/2" x 11" white paper. As set forth in KCC _____ (Ord. Sec. 10D), the records and documents substantiating financial reports made pursuant to the ordinance, must be retained for at least five (5) years from the date of filing of the report containing such items.

6.9 Organization as both lobbyist and lobbyist's employer

An entity, including but not limited to a law firm, consulting firm, advertising agency, or other similar organization, that engages in lobbying through its employees or contractors it has retained, must register and report as both a lobbyist and as the lobbyist employer of the individual who actually engages in lobbying. Registration statements (Form L1) and reports (Form L2.1, and Form L2.2) shall list as the lobbyist both the firm or organization and each individual acting on its behalf. The person paying the compensation shall report as a lobbyist's employer (Form L3). Provided, however, a nonprofit entity which collects membership dues or contributions 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 a lobbyist or lobbyist employer.

(E.g., a trade association promoting trade internationally, whose members pay dues, would not be a lobbyist, nor would the members be lobbyist employers, unless the trade association lobbies on behalf of a specific member or contributor.)

7.0 PROCEDURES:

Action By: Action:

7.1

8.0 RESPONSIBILITIES:

8.1

9.0 APPENDICES:

9.1



KING COUNTY
516 3rd Avenue, #410
Seattle, WA 98104
(206) 296-3824

**PROFESSIONAL
GRASS ROOTS
LOBBYING CAMPAIGN
REPORT**

L4

KING COUNTY OFFICE ONLY

1. SPONSOR'S NAME _____
 BUSINESS OR OCCUPATION _____
 MAILING ADDRESS _____
 CITY STATE ZIP PHONE _____

2. NAME AND ADDRESS OF PERSON HAVING CUSTODY OF ACCOUNTS, RECEIPTS, BOOKS OR OTHER DOCUMENTS WHICH SUBSTANTIATE GRASS ROOTS LOBBYING REPORT. _____

THIS REPORT COVERS:
 REGISTRATION (Initial Report)
 QUARTERLY REPORT FROM _____ TO _____
 FINAL REPORT (CAMPAIGN IS ENDED)

3. DESCRIBE THE TOPIC(S) OR LEGISLATION ABOUT WHICH THE CAMPAIGN IS CONDUCTED. INCLUDE ORDINANCES AND MOTIONS. _____

4. IF THE SPONSOR IS A BUSINESS, UNION, ASSOCIATION, POLITICAL ORGANIZATION OR OTHER ENTITY, LIST THE OFFICERS OR OTHERS WHO ARE RESPONSIBLE FOR THE MANAGEMENT OF THE ENTITY.

NAME	TITLE	ADDRESS

5. WHO IS ORGANIZING OR MANAGING THE CAMPAIGN? LIST PERSONS OR FIRMS HIRED TO ASSIST IN THE CAMPAIGN, INCLUDING PUBLIC RELATIONS AND ADVERTISING AGENTS (continue on attached pages)

NAME AND ADDRESS	OCCUPATION OR BUSINESS	TERMS OF COMPENSATION

6. EXPENSES MADE OR INCURRED IN THE CAMPAIGN:

1. Previous expenditures (from line 4, last L4 report) _____
2. Expenses this report period _____
 - A. Radio _____
 - B. Television _____
 - C. Newspapers, magazines _____
 - D. Brochures, signs _____
 - E. Printing and mailing _____
 - F. Telemarketing, polling _____
 - G. Consultants _____
 - H. Public relations _____
 - I. Office expense, travel, salaries, rent _____
 - J. Entertainment (including food and beverages) _____
 - K. Other expenses _____
2. Total expenditures this period (lines 6.2A -6. 2K) \$ _____
3. Total expenditures in the campaign (lines 6.1+6.3) \$ _____

CONTINUE ON REVERSE

