

## **Lobbying Disclosure Frequently Asked Questions**

Please note that Department staff will update this site as additional information becomes available.

### **1. Where can I obtain a copy of the legislation?**

Please see the final printed version of [HB 700](#), printer's number 4887, now Act 134 of 2006.

### **2. Who will need to register?**

As of January 1, 2007, all lobbyists, lobbying firms and principals must register on separate forms with the Department of State (Department) within ten days of acting in any capacity as a lobbyist, lobbying firm or principal unless exempted by § 1306-A of [HB 700](#).

Important Definitions:

Lobbyist- any individual, association, corporation, partnership, business trust or other entity that engages in lobbying on behalf of a principal for economic consideration, this includes an attorney at law while engaged in lobbying.

Lobbying Firm- an entity that engages in lobbying for economic consideration on behalf of a principal other than the entity itself.

Principal- an individual, association, corporation, partnership, business trust or other entity:

- (1) on whose behalf a lobbying firm or lobbyist engages in lobbying; or
- (2) that engages in lobbying on the principal's own behalf.

### **3. When do I have to register?**

Registration begins on January 1, 2007 and will be biennial. All lobbyists, lobbying firms and principals must register on separate forms with the Department within ten days of acting in any capacity as a lobbyist, lobbying firm or principal. The forms will be available prior to Jan. 1.

### **4. Is there a fee to register?**

Yes, \$300 will be due at the time of registration.

### **5. Where do I find a registration form?**

Registrations forms will be available for downloading on the Department's Lobbying Disclosure Website (*Link not yet available*) or at the Bureau of Commissions, Elections and Legislation, 210 North Office Building, Capitol Complex, Harrisburg, PA 17120. The forms are currently being prepared and will be ready prior to the January 1 registration period.

#### **6. How do you submit the registration form?**

Registration forms will be able to be submitted through the mail, in-person or electronically. As the forms become available, the Department will provide additional details.

#### **7. What do I need to register?**

Upon registration, each individual lobbyist must submit a registration form, recent photograph and the \$300 fee.

#### **8. Who will need to file expense reports?**

Registered principals, lobbying firms or lobbyists will be required to file quarterly expense reports no later than 30 days after the last day of the quarter.

The quarterly "reporting periods" are as follows:

- (1) January 1 through March 31 (Deadline April 30)
- (2) April 1 through June 30 (Deadline July 30)
- (3) July 1 through September 30 (Deadline October 30)
- (4) October 1 through December 31 (Deadline January 30)

#### **9. Where will expense reporting forms be available?**

Reporting forms will be available for downloading on the Department's Lobbying Disclosure Web site (*Link not yet available*) or at the Bureau of Commissions, Elections and Legislation, 210 North Office Building, Capitol Complex, Harrisburg, PA 17120. The forms are currently being prepared and will be ready prior to the end of the first reporting period referenced in #8.

#### **10. Do lobbyists still have to report campaign finance contributions?**

Yes, lobbyists who make contributions to candidates and political committees must still file registration statements and reports as required by section 1625 of the Pennsylvania Election Code, 25 P.S. § 3245.

## **11. Where can I find more information?**

For additional information not contained in this FAQ, please contact the Bureau of Commissions, Elections and Legislation, 210 North Office Building, Capitol Complex, Harrisburg, PA 17120; phone (717) 787-5280; fax (717) 787-2854; Website: [www.state.pa.us](http://www.state.pa.us).