

**PERIODIC REPORT OF LOBBYIST**

Clerk of the Legislature



County of Suffolk  
725 Veterans Memorial Highway  
William H. Rogers Building  
Smithtown, NY 11787

By Mail at: P.O. Box 6100  
Hauppauge, NY 11788-0099  
(631) 853-4074

**Chapter 580 Suffolk County Code**

Any lobbyist required to file a Statement of Registration pursuant to Section 580-3 of the Suffolk County Code, shall file with the Clerk of the County Legislature periodic written reports by the fifteenth (15<sup>th</sup>) day next succeeding the end of the reporting period in which the lobbyist was first required to file a Statement of Registration. Such reporting periods shall be the period from January 1 to March 31, April 1 to June 30, July 1 to September 30, and October 1 to December 31.

**I hereby submit the following Periodic Report for the period of:**

- |                          |                                 |                                    |
|--------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> | <b>January 1 to March 31</b>    | <b>Due April 15<sup>th</sup></b>   |
| <input type="checkbox"/> | <b>April 1 to June 30</b>       | <b>Due July 15<sup>th</sup></b>    |
| <input type="checkbox"/> | <b>July 1 to September 30</b>   | <b>Due October 15<sup>th</sup></b> |
| <input type="checkbox"/> | <b>October 1 to December 31</b> | <b>Due January 15<sup>th</sup></b> |

**Periodic Report should be filed with the Clerk of the Legislature at the above address.**

**PLEASE FILE ONE PERIODIC REPORT FORM FOR EACH CLIENT.**

**Instructions: All questions must be answered. If a question is not applicable, please state: "Not Applicable".**

**PERIODIC REPORT**

Date of Statement: \_\_\_\_\_

**LOBBYIST INFORMATION**

**§580-6 (B) (1)**

NAME	_____
ADDRESS	_____ _____
TELEPHONE	_____

**CLIENT INFORMATION**

**§580-6 (B) (2)**

**Please list below the name, address, and telephone number of client by whom or on whose behalf you have been retained, employed, or designated as a lobbyist.**

NAME	_____
ADDRESS	_____ _____
TELEPHONE	_____

**SUBJECT MATTER**

**§580-6 (B) (3)**

**Please provide a description of general subject or subjects on which the lobbyist has lobbied on behalf of client:**

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**IDENTIFICATION OF THOSE LOBBIED**

§580-6 (B) (4)

Please list below the name of the person, organization, or legislative body before whom or which the lobbyist has lobbied on behalf of client:

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**COMPENSATION AND EXPENSES**

§580-6 (B) (5)

Please list below compensation paid or owed to the lobbyist and any expenses expended, received or incurred by the lobbyist for the purpose of lobbying: Expenses paid or incurred for compensation other than that of the lobbyist shall be listed in the aggregate. Expenses of more than fifty dollars (\$50) shall be paid by check or substantiated by receipts and such checks and receipts shall be kept on file by the lobbyist for a period of three (3) years.

**COMPENSATION PAID OR OWED TO LOBBYIST**

Amount	Purpose
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**EXPENSES**

Report expenses in aggregate of fifty dollars (\$50) or less and if more than fifty dollars (\$50) such expense shall be detailed as to amount, to whom paid, and for what purpose; and where such expense is more than fifty dollars (\$50) on behalf of any one person, the name of such person shall be listed.

Amount	To Whom Paid	Purpose
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**NAMES OF PERSON(S) FOR WHOM EXPENSE GREATER THAN \$50**

_____
_____
_____
_____

NOTE: Expenses shall not include:

1. Personal sustenance, lodging, and travel disbursements of such lobbyist.
2. Expenses, not in excess of one hundred dollars (\$100) in any one calendar year, directly incurred for the printing or other means of reproduction or mailing of letters, memoranda or other written communication.

**PENALTIES FOR OFFENSES**

**§580-9 (A) and (B)**

**Any person or organization who or which knowingly and willfully fails to file a timely report or statement required by this chapter or knowingly and willingly files false information with the Clerk of the Legislature shall be guilty of a Class A misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000) and/or a term of imprisonment not to exceed one (1) year.**

**A person or organization who fails to file a statement or report within the time required for the filing of such report shall be subject to a penalty, in an amount not to exceed five thousand (\$5,000) dollars to be assessed by the Clerk of the Legislature.**

