



Washington State Public Disclosure Commission

PO Box 40908 | Olympia, WA 98504-0908

(360) 753-1111 | (877) 601-2828

www.pdc.wa.gov

Lobbyist and Lobbyist Employer Reporting

Presented by:

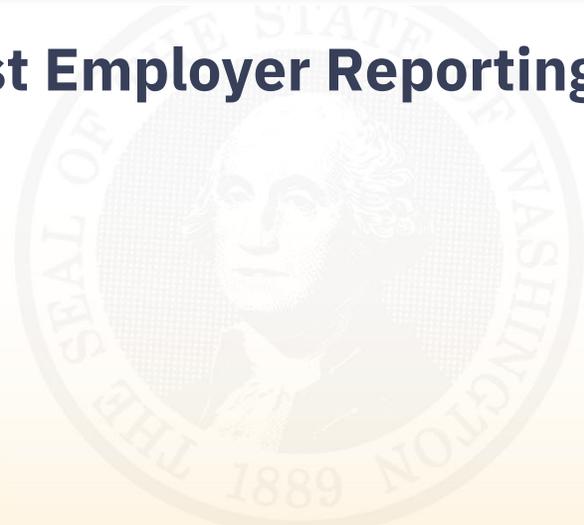
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Zoom Logistics

- Cameras & microphones
- Using the chat box
- Chat is saved
- Class not recorded



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Today's Agenda

- Overview of PDC
- Definitions
- Lobbyist and employer reporting basics
- Demonstration of reporting
- Misc. important tidbits
- How to get more information

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About the PDC

- 1972 ballot
- Initiative 276

RCW 42.17A

WAC 390

“The public’s right to know of the financing of political campaigns and lobbying and the financial affairs of elected officials and candidates far outweighs any right that these matters remain secret and private.”

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Definitions



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Lobbying

RCW 42.17A.005(34)

“...attempting to influence the passage or defeat of any legislation by the legislature of the state of Washington, or the adoption or rejection of any rule, standard, rate, or other legislative enactment of any state agency...”



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Lobbying, cont.

RCW 42.17A.005(34)

Lobbying does not include “...an association’s or other organization’s act of communicating with members of that association or organization.”

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Lobbyist

RCW 42.17A.005(35)

“...any person who lobbies either on the person's own or another's behalf.”

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Lobbyist Employer

RCW 42.17A.005(36)

“...the person or persons by whom a lobbyist is employed and all persons by whom the lobbyist is compensated for acting as a lobbyist.”

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Direct Lobbying

In-person, phone, or written lobbying contact with:

- Governor
- Governor’s staff
- State legislators
- Legislative staff
- State officials and employees

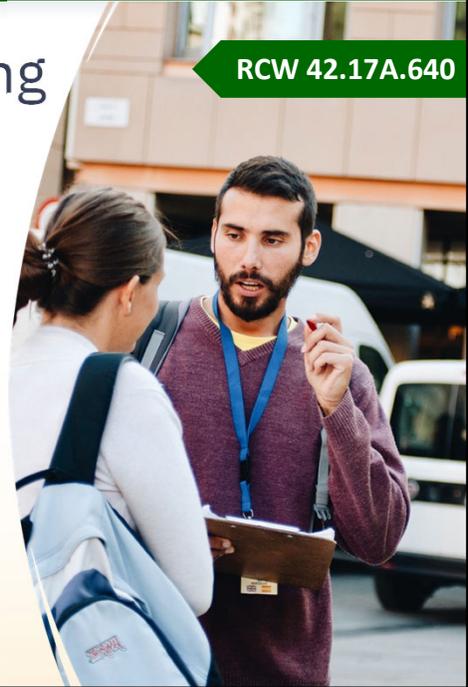


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Indirect (Grassroots) Lobbying

RCW 42.17A.640

- Addressed to general public
- Designed to influence state legislation
- Includes signature gathering, etc.
- Is defined by the audience
- Doesn't include communicating with own members



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Reporting Basics



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Overview of Reports

REPORT	PURPOSE
L-1	Direct lobbyist registration
L-2	Direct lobbyist monthly reporting
L-2 Memo	Reporting contributions and other items of value to recipients
L-3	Annual summary for employers of registered lobbyists
L-3c	Lobbyist employer contribution report
L-6	Grassroots lobbying report

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L-1 Direct Lobbyist Registration

- Filed within 30 days of being hired to lobby or doing lobbying, whichever is first
- Joint requirement of lobbyist and employer
- Must contain the approval of both
- Good for up to two years
- Should suspend or terminate, as appropriate

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L-2 Direct Lobbyist Monthly Report

- Monthly by 15th for prior month
- Compensation
- Expenses
- Contributions

L-2 Lobbyist Monthly Expenditure Report File Now

Purpose
 Monthly report that discloses a lobbyist's compensation and other lobbying expenditures. A registered lobbyist is required to file a monthly report, regardless of whether lobbying occurred. [RCW 42.17A.615*](#)

Reports are required to be filed using the e-filing system. You may request a hardship exemption if you are unable to file electronically. Email your request to pdc@pdc.wa.gov.

Due Date
 At the end of the month, no later than the 15th of the following month.

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L-2 Reporting Guide

Refer to L-2 reporting guide for entertainment, receptions, travel, and educational expenditures.

WAC 390-20-020A



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Key Point

When a lobbyist draws upon the resources of the members of an employer organization or association to provide items, benefits, and services, the lobbyist must report the value of the resources and identify the member(s) who made them available.

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L-2 Common Expenses Reported

- Meals and refreshments for officials and lobbyist
- Tickets to events (sporting, theater, etc.)
- Golf outings
- Home entertainment (dinners, etc.)
- Other entertainment jointly sponsored by lobbyists
- Travel expenses (including company vehicles, airfare, etc.)
- Expenses tied to education and training

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L-2 Itemizing Expenses

Lobbyists itemize **expenses** when:

- An entertainment occasion/event cost is over \$100*
- Travel costs are paid for an official, employee, or family member
- Education fees are paid for an official, employee, or family member

*Unless officials, employees, and family members fully pay their own way

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L-2 Entertainment

For **entertainment over \$100 per occasion**, report

- Event date and location
- Event description
- The sponsoring employer
- Who attended
- The total spent on each attendee



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Key Point

If, as part of an entertainment occasion, the actual or prorated cost for food and beverages for a state elected official (either singly or in conjunction with immediate family members) exceeds \$100, the official must be given notice of the entertainment.

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L-2 memo Reporting to Recipients

Provides officials the *value* of:

- Contributions
- Food/beverages over \$100 per occasion
- Travel-related expenses
- Training (seminars, etc.) benefits and costs

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L-2 Travel Expenses

For **travel (lodging, meals, etc.)**, report:

- Event date and location
- Event description
- The sponsoring employer
- Who attended
- The total spent on each attendee



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L-2 Educational Expenses

For **educational opportunities**, permitted expenses include:

- Seminars, conferences, and other educational programs
- Education through bona fide associations or charitable organizations
- Enrollment, registration, and course fees
- Reasonable travel expenses to attend, including days prior and after

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L-2 Itemized Contributions

Lobbyists report and itemize **contributions**:

- That they direct or control
- If they decide who is to receive it from the employer or its committee, or
- If they can authorize payment by the employer or its committee

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L-2 Itemized Contributions

Lobbyists report and itemize **contributions over \$100** given to:

- A candidate for state/local office
- A committee supporting or opposing a candidate for state/local office
- A state/local official
- A committee supporting or opposing a state/local official or employee
- A legislative caucus committee or political committee
- A political committee supporting or opposing a state/local ballot measure
- A grassroots lobbying campaign

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L-2 Contribution “Sources”

The “source” of a contribution is reported:

- As the employer, even if the lobbyist transmits or delivers it from an employer
- As “self” if it’s a personal contribution from lobbyist

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L-3 Employer Annual Summary

- Filed by last day of February for prior year
- Due even if registered lobbyist had no activity
- Summarizes lobbyist pay, expenses, and other activities

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Demonstration Time

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L-3c Employer Contribution Report

- Registered lobbyist contributions reported on their L-2
- Employers report other contributions by 15th of month for prior month
- Filed if contributions over \$250 are made to any state or local candidate or committee
- Lobbyists may relieve employer of L-3c by using L-2

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Grassroots Lobbying



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The History

- Regulated since 1973
- 2023: HB 1317 updated law
 - Required sponsor ID on public advertising
 - Provided new report deadlines
 - Clarified contribution reporting



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Grassroots Mass Communications

- Written: Sponsor name and address
- Radio/TV: Sponsor name
- Name of controlling individual or entity
- If cost over \$1,000: Top 5 contributors

RCW 42.17A.640

WAC 390-05-290

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L-6 Grassroots Lobbying Report

- Spending over \$1,500 in 1 month or \$3,000 in any 3-month period
- Initial report
 - **30 days before – end of session:** within 24 hours
 - **Other times:** within 5 days
- Monthly by the 10th

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L-6 Grassroots Lobbying Report

- Expenditures by category
 - Communication by media type
 - Entertainment
 - Consultants
 - Office expenses
 - Name and address of vendors
- Contributions over \$100
 - Name and address
 - Occupation/employer for individuals

RCW 42.17A.640

WAC 390-20-125

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L-6 Alternative Reports



Lobbyists use L-2
(existing funds only)



Committee sponsors
use C reports

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Important Tidbits



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Lobbyists do not report if they...

- Lobby no more than 4 days or parts of 4 days & spend no more than \$100
- Lobby without compensation and spend no money for lobbying
- Are working members of the media preparing news reports
- Limit activities to public committee sessions or state agency hearings
- Only participate in a state agency's efforts to reach consensus on potential rule-making



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Code of Conduct Training

- Legislative Code of Conduct
- Required prior to registering for new biennium
- Link to YouTube on the PDC website
- Certify completion by updating your PDC profile

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Legislative Freeze Period

RCW 42.17A.560

WAC 390-17-400

- Begins 30 days before session starts
- Ends 11:59 pm on day of adjournment
- Separate freeze period for special sessions
- No contributions during freeze period

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7 Major Restrictions

1. Lobbying without registering (unless exempt)
2. Knowingly attempting to deceive a legislator
3. Directly or indirectly introducing legislation for the purpose of being employed to defeat it
4. Knowingly representing an interest adverse to a client's without first getting written permission from the client

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7 Major Restrictions

5. Engaging in undue influence, extortion, or retaliation upon a legislator because of their position to vote
6. Entering into an agreement or understanding where compensation is contingent upon the success of influencing legislation
7. Contributing to incumbent state legislative or executive candidates during the freeze period

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Thank you!

Remaining Questions?



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