

EXPLANATION – AGREEMENT/AUTHORIZATION
FOR REGISTRATIONS

DATE

New York State Joint Commission on Public Ethics
540 Broadway
Albany, New York 12207

ATTN: Lobbying Compliance

EXAMPLE – if a difference exists between the start date noted in the agreement/contract and the date lobbying activities commenced (start date entered on form):

We are aware we are prohibited by law from performing any lobbying activity or receiving compensation for such activities until a completed Statement of Registration is filed with JCOPE, which includes the filing fee (if applicable) and an executed Lobbying agreement/contract, or in the event a contract does not exist, a copy of a signed, written Lobbying authorization. Accordingly, this letter confirms that no compensation was received nor any lobbying performed on behalf of **CLIENT NAME** until **DATE** [INSERT #1, 2 or 3] (you may insert one of the suggested options below to explain why the start date entered on the form differs from the start date provided in the contract)

1. the date we submitted the Registration with JCOPE.

OR

2. the date we received the fully executed agreement from the Client.

OR

3. the date the agreement/contract for representation was fully executed by both parties.*

LOBBYIST NAME



NAME, TITLE

Date

*If the Lobbyist is retained under terms of an oral agreement, a written summary of such terms must be submitted.