



Employer of Legislative Liaison

Annual Report for November 1, 2010 through October 31, 2011

(Due not later than November 30, 2011)

REPORTING REQUIREMENT: Under IC 5-14-7-4, each employer of a legislative liaison is required to file annually with the Indiana Lobby Registration Commission a single, aggregate report for lobbying activities by each of the employer's legislative liaisons. Subject to the exceptions noted below, the report is to state expenditures for entertainment, including meals and drinks, or gifts that benefit a specific legislative person and that:

- (1) total \$50 or more in one day or more than \$250 during the reporting year; and
- (2) would be reportable to the Commission under IC 2-7 if made by a registered lobbyist.

If the employer of a legislative liaison has no reportable expenditures for entertainment or gifts, the employer is required to report that fact to the Commission.

EXCEPTIONS TO REPORTING REQUIREMENT:

The employer of a legislative liaison is not to report expenditure for any of the following:

- (1) Items provided under a statute or from an agency for redistribution to constituents.
- (2) Items provided during the performance of official duties by a legislative person, including the legislative person's service as a member of, or participant in, any of the following:
 - (A) The legislative council.
 - (B) The budget committee.
 - (C) A standing or other committee established by the rules of the House of Representatives or the senate.
 - (D) A study committee established by statute or by the legislative council.
 - (E) A statutory board or commission.
- (3) A scholarship, student employment, or other financial aid granted to a legislative person for attendance at a state educational institution.
- (4) Expenditures relating to an economic development effort, function, or event by an agency, including those hosted by the Indiana economic development corporation.

RELEVANT DEFINITIONS:

The definitions of "employer" in IC 5-14-7-2, "gift" in IC 2-7-1-4, "legislative liaison" in IC 5-14-7-3, and "legislative person" in IC 2-7-1-8 are relevant to this reporting requirement. The text for each of those definitions is provided on page 3 of this form.

SECTION A-Employer and Legislative Liaison Information

1. Employer's Name:	2. Employer's complete business address and phone number:
3. Name of each legislative liaison of the employer:	

INDIANA LOBBY REGISTRATION COMMISSION
 10 West Market St., Ste 1760
 Indianapolis, IN 46204
 PH: (317) 232-9860

MUST BE THE ORIGINAL SIGNATURE FAX COPIES WILL NOT BE ACCEPTED AS TIMELY FILED

SECTION B-Certain Entertainment Expenses and Gifts			
Report entertainment expenses, including meals and drinks, and gifts that benefit a specific legislative person and that total \$50 or more in one day or more than \$250 during the reporting year.			
Name of legislative person.	Identify the transaction (entertainment or gift, or both).	For a single day, enter the specific date. For separate transactions on multiple dates, enter "Reporting Year".	Enter the total amount being reported for the specific legislative person.
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

SECTION C-Employer's Exemption Statement
Employer certifies that it is not required to submit a report of entertainment expenditures and gifts because one or both of the statements that follow apply to the employer. <i>(Please check each applicable statement.)</i>
<input type="checkbox"/> During the reporting year, the employer has not made expenditures for entertainment, including meals and drinks, or gifts that are reportable.
<input type="checkbox"/> During the reporting year, the employer did not designate an employee as a "legislative liaison".

The individual signing this report for the Employer certifies that he or she is authorized to do so and that the information provided is true and correct to the best of his or her knowledge.

An annual report submitted electronically must include an electronic signature, as described in the Memorandum of Understanding submitted by the employer. An annual report submitted on the prescribed paper form must include the original signature of an authorized individual. An annual report may not be faxed to the Commission.

Name of Employer: _____

By: _____ (Signature)

Name and Title of Individual-
Signing for the Employer: _____ (Name)

_____ (Title)

Date Signed: _____

Employer Legislative Liaison Relevant Definitions

IC 5-14-7-2

Sec. 2. As used in this chapter, "employer" refers to either of the following:

- (1) An agency (as defined in IC 4-2-6-1).
- (2) A state educational institution (as defined in IC 21-7-13-32).

IC 2-7-1-4

Sec. 4. (a) "Gift" means the voluntary transfer of anything of value without consideration.

(b) The term does not include a contribution (as defined in IC 3-5-2-15).

IC 5-14-7-3

Sec. 3. As used in this chapter, "legislative liaison" refers to an individual:

- (1) designated by an employer; and
- (2) who receives at least ten percent (10%) of the individual's annual compensation to engage in lobbying.

IC 2-7-1-8

Sec. 8. "Legislative person" means any of the following:

- (1) A member.
- (2) A candidate.
- (3) An officer of the general assembly.
- (4) An employee of the general assembly.
- (5) A member of the immediate family of anyone described in subdivision (1), (2), (3), or (4). A lobbyist who is a close relative of a legislative person is not considered a legislative person.
- (6) A paid consultant of the general assembly.
- (7) An agency of the general assembly.

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