

WHERE TO FILE A LOBBYIST REPORT

All lobbyist reports are filed electronically with the S.E.C. utilizing the online filing system. www.ethics.ga.gov on the S.E.C. main page click on e-filing.

If the report contains any expenditures relating to county or county school districts, file a copy of the report with the election superintendent of each county involved.

If the report contains any expenditures relating to municipal affairs or independent school districts, file a copy of the report with the municipal clerk or chief executive officer of each municipality in which the expense is related.

Reports filed by lobbyists shall include a description of all expenditures, as defined in Code Section 21-5-70, or the value thereof made by the lobbyist or employees of the lobbyist on behalf of or for the benefit of a public officer

If you are registered at multiple levels, you must follow all reporting schedules.

What is An Expenditure?

Expenditure means a purchase, payment, distribution, loan, advance, deposit, or conveyance of money or anything of value made for the purpose of influencing the actions of any public officer or public employee; Includes any other form of payment when such can be reasonably construed as designed to encourage or influence a public officer; Includes any gratuitous transfer, payment, subscription, advance, or deposit of money, services, or anything of value, unless consideration of equal or greater value is received; includes food or beverage consumed at a single meal or event by a public officer or public employee or a member of the family of such public officer or public employee.

Who is A Public officer?

Every constitutional officer;
Every elected state official;
The executive head of every state department or agency, whether elected or appointed; each member of the General Assembly; the executive director of each state board, commission, or authority and the members thereof; every elected county official and every elected member of a local board of education; and every elected municipal official

WHEN TO FILE

STATE LEVEL LOBBYIST	
Period Covered	File By
January 1- January 31	February 5
February 1 - February 28	March 5
March 1 - March 31	April 5
April 1 - July 31	August 5
August 1 - December 31	January 5
LOCAL LEVEL LOBBYIST	
Period Covered	File By
January 1 - April 30	May 5
May 1 - August 31	September 5
September 1 - December 31	January 5
VENDOR LOBBYIST	
Period Covered	File By
January 1 - July 31	August 5
August 1 - December 31	January 5
STATE AGENCY LOBBYIST	
Period Covered	File By
January 1 - July 31	August 5
August 1 - December 31	January 5

Special Session

If there is a special session a report will be due (for lobbyists registered on the State level) for each month of the special session. These reports will be due on the last day of each month and must be filed by the fifth day of the following month.

State Ethics Commission

Lobbyist Guide

This guide contains a basic overview of the Ethics in Government Act as it applies to lobbyist in the State of Georgia.



Contact Information

Maria Cartwright

200 PIEDMONT AVE

1402 - WEST TOWER

ATLANTA, GEORGIA 30334

404-463-7740 phone

404-463-1988 fax

MCartwright@ethics.ga.gov

Visit our website

www.ethics.ga.gov

WHO IS REQUIRED TO REGISTER AS A LOBBYIST

STATE LEVEL

Any natural person who, for compensation, either individually or as an employee of another person, undertakes to promote or oppose the passage of any legislation by the General Assembly, or any committee thereof, or the approval or veto of legislation by the Governor;

Any natural person who makes a total expenditure of more than \$250.00 in a calendar year, not including the person's own travel, food, lodging expenses, or informational material to promote or oppose the passage of any legislation by the General Assembly, or any committee thereof, or the approval or veto of legislation by the Governor;

Any natural person who as an employee of the executive branch or judicial branch of state government engages to promote or oppose the passage of any legislation by the General Assembly, or any committee thereof, or the approval or veto of legislation by the Governor.

LOCAL LEVEL

Any natural person who, for compensation, either individually or as an employee of another person, undertakes to promote or oppose the passage of any ordinance or resolution by a public officer specified every elected county official and every elected member of a local board of education; and every elected municipal official; or any committee of such public officers, or the approval or veto of any such ordinance or resolution;

Any natural person who makes a total expenditure of more than \$250.00 in a calendar year, not including the person's own travel, food, lodging expenses, or informational material to promote or oppose the passage of any ordinance or resolution by a public officer specified under every elected county official and every elected member of a local board of education; and every elected municipal official; or any committee of such public officers, or the approval or veto of any such ordinance or resolution;

Any natural person who as an employee of the executive branch or judicial branch of local government engages to promote or oppose the passage of any ordinance or resolution by a public officer specified every elected county official and every elected member of a local board of education; and every elected municipal official; or any committee of such public officers, or the approval or veto of any such ordinance or resolution.

VENDOR LEVEL

Any natural person who, for compensation, either individually or as an employee of another person is hired **specifically** to undertake influencing a public officer or state agency in the selection of a vendor to supply any goods or services to any state agency but does not include any employee of the vendor solely on the basis that such employee participates in soliciting a bid or in preparing a written bid, written proposal, or other document relating to a potential sale to a state agency.

STATE AGENCY

Any natural person who, for compensation, either individually or as an employee of another person, is hired **specifically** to undertake to promote or oppose the passage of any rule or regulation of any state agency

What is a State Agency?

A State Agency is any branch of state government, agency, authority, department, board, bureau, commission, council, corporation, entity, or instrumentality of the state but does not include a local political subdivision, such as a county, city, or local school district or an instrumentality of such a local political subdivision.

HOW TO REGISTER

Each lobbyist shall file an application for registration with the Commission.

Filers must complete and mail or hand deliver the original Lobbyist Registration Application for each group represented.

All Lobbyist Reports are submitted electronically. To submit reports electronically, the State Ethics Commission must receive a Lobbyist Personal Identification Number Application from the lobbyist.

Registration applications and Lobbyist PIN Applications are available on our website www.ethics.ga.gov

All lobbyists will be required to appear at the office of the State Ethics Commission located at 200 Piedmont Ave 1402- West Tower, Atlanta, Ga 30334 to complete the registration process, by having a color photograph taken for incorporation into the lobbyist identification badge.

The Ethics in Government Act requires that each lobbyist "while engaged in lobbying at the capitol or in a government facility shall display said identification in a readily visible manner."