

THE STATE OF MONTANA

Commissioner of Political Practices

1209 8th Avenue

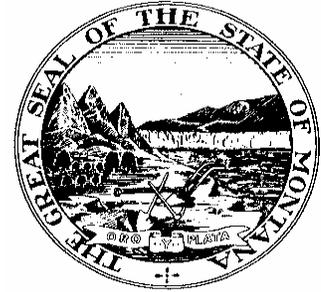
Post Office Box 202401

Helena, MT 59620-2401

Telephone: 406-444-2942

Fax Number: 406-444-1643

Website: www.politicalpractices.mt.gov



Memorandum Re Form L-2

TO: All Principals

FROM: Jeff Mangan, Commissioner

Principal's Representative: A Principal's representative (signing authority) should be familiar with the terms of the Principal's agreement with the Lobbyist. This person will personally file or supervise and approve the filing of the necessary lobbying reports on behalf of the Principal. The Principal's representative is the individual to whom important correspondence and inquiries from the Commissioner's office will be addressed.

E-mail Address: We communicate via email whenever possible. Be sure to provide an email address that you check regularly.

Resources: In order to comply with Montana law, be aware of report due dates, and more, please become familiar with the lobbying resources at www.politicalpractices.mt.gov/lobbying.

January 2019

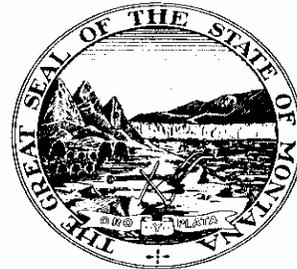
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Form L-2 Instruction (Revised 1/19) Principal Authorization Statement

Who is required to file a Form L-2?

A Principal who has made payment(s) or who has agreed to make payments of \$2,600 or more to an individual lobbyist to promote, oppose, or modify the introduction or enactment of legislation on behalf of the Principal must authorize the individual to represent the Principal by completing a Form L-2. A Principal must submit an L-2 for each lobbyist who is paid \$2,600 or more.

Registration and licensure of a Lobbyist is not complete until a Lobbyist License Application (Form L-1) is filed, a fee of \$150 is paid, and the Principal Authorization Statement (Form L-2) is filed by the Principal.

Please note:

The Principal's representative (the signing authority) who completes the L-2 authorization on behalf of the Principal is the individual to whom future correspondence will be addressed.

What information is to be reported?

The following information is required:

- Principal's full name, complete business mailing address, name of Principal's representative (signing authority) and the e-mail address and telephone number of the representative;
- Lobbyist's full name, complete business mailing address, e-mail address, and telephone number; and
- Specific subjects of legislation the lobbyist is authorized to promote, oppose, or modify on behalf of the Principal.

Please note:

The Principal and Lobbyist Dockets must be kept current, so if authorized specific subjects of legislation are added, a Principal is required to file additions by filing an amended Form L-2.

When must a Form L-2 be filed?

A Principal must file a Form L-2 within five business days after paying or agreeing to pay \$2,550 or more to an individual to promote, oppose, or modify the introduction or enactment of legislation. The L-2 must be filed to complete the individual lobbyist's registration.

Where must a Form L-2 be filed?

- One copy is to be filed with the Commissioner of Political Practices at the address above.
- One copy is to be retained for the Principal's records.

For lobbying information, refer to www.politicalpractices.mt.gov/lobbying.

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FOR OFFICE USE ONLY
Date Received and Postmark Date

Form L-2 (Revised 1/19)
Principal Authorization Statement

Original Filing **Amended Filing**

Principal Information (Please Print)

Full Name of Principal

Complete Business Mailing Address (including City, State, Zip)

Full Name of Principal's Representative (*Signing Authority*)

E-Mail Address (*Signing Authority*) **Telephone Number** (*Signing Authority*)

Lobbyist Information (Please Print)

Full Name of Lobbyist

Complete Business Mailing Address (Including City, State, Zip)

E-Mail Address **Telephone Number**

Subjects of Legislation the lobbyist is authorized to promote, oppose, or modify:

CERTIFICATION

I, _____, hereby authorize _____

Print Full Name of Representative of Principal Print Full Name of Lobbyist

to act as a Lobbyist for _____

Print Full Name of Principal

_____ _____

Signature of Representative of Principal Date