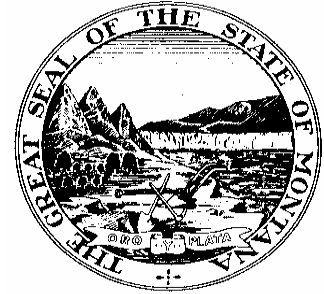


THE STATE OF MONTANA

Commissioner of Political Practices
1209 Eighth 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-3

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 any 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.

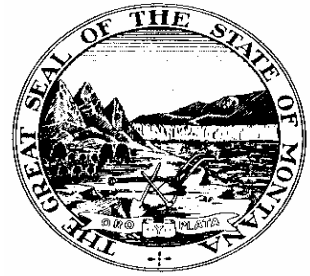
E-mail Address: We communicate via email whenever possible. Be sure to provide an email address that you're sure will be checked regularly.

October, 2018

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Form L-3 Instructions (Revised 10/18) Principal Registration Application

Who is required to file a Form L-3?

If you have paid or intend to pay more than \$2550 to individuals to lobby on your behalf, you are required to file Form L-3. (Those who will pay more than \$2550 to an individual lobbyist file Form L-2).

Please note:

The Principal's representative (signing authority) who completes the L-3 registration application 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 and complete business mailing address;
- full name, e-mail address, and telephone number of Principal's representative (signing authority), plus complete mailing address (if different from that of the Principal); and
- specific subjects of legislation the Principal has authorized individuals to promote, oppose, or modify on behalf of the Principal.

Please note:

The Docket of registered Principals must be kept current, so if authorized specific subjects of legislation are added, a Principal is required to file additions to the list.

When must a Form L-3 be filed?

You must file within five business days of either paying, or agreeing to pay, more than \$2550 to individuals to lobby the legislature on your behalf.

Where must a Form L-3 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.

Please detach this instruction page before filing Form L-3

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FOR OFFICE USE ONLY
Date Received and Postmark Date

Form L-3 (Revised 10/18)
Principal Registration Application

Original Filing

Amended Filing

Empty box for office use only.

Principal Information (Please Print)

Full Name of Principal

Principal's Complete Business Mailing Address (Including City, State, Zip)

Principal's Representative (Signing Authority) (Please Print)

Full Name of Principal's Representative

Different from the Principal's Address, Representative's Complete Mailing Address **(Including City, State, Zip)**

E-Mail Address (Please Print) _____ **Telephone Number** _____

Subjects of Legislation your Lobbyist or Lobbyists are authorized to Promote, Oppose, or Modify :

CERTIFICATION

I, _____, **certify that the information provided in this**
Print Full Name of Representative of Principal

registration application is complete and correct.

_____ **Signature of Principal's Representative** _____ **Date** _____