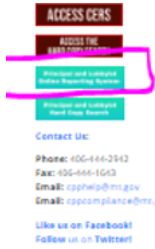


Registering as a lobbyist for the 2025 – 2026 session:

First of all, go to Commissioner of Political Practices Website: <https://politicalpractices.mt.gov/>

2. Click on the green “Principal and Lobbyist Online Reporting System” button:



3. That will bring you to the Principal and Lobbyist Online Reporting System page for the 2025-2026 registration period. Click on the “login as lobbyist”.

Principal and Lobbyist Online Reporting System (Registration Period: 2023 - 2024) » Sign in to get started.

Register for an account

The Lobbyist service is for you if you are:

- A Lobbyist wishing to make application for license (Form L-1).
- Note: You must file with the Commissioner within five business days after entering into an oral or written agreement to receive payment(s) of \$2,650 or more or after receiving payment(s) of \$2,650 or more for a lobbyist representing the legislature.

LOGIN AS LOBBYIST

The Principal's service is for you if you are:

- A Principal who has made payment(s) or who has agreed to make payments of \$2,650 or more to an individual to lobby the legislature on your behalf and wish to authorize an individual to represent you (Form L-2), or
- A Principal who has made payment(s) or has agreed to make payment(s) to exceed \$2,650 to individuals to lobby the legislature on your behalf, but who has not paid any single individual an amount exceeding \$2,650 (Form L-3).
- A Principal who has registered with the Commissioner of Political Practices, and who must file Lobbying Financial Reports (Form L-5).

Click on the Principal button to file Form L-5 reports.

LOGIN AS PRINCIPAL AUTHORITY

Note: You may use either service if you are already registered and wish to update your information.

Have Questions? Please call our office at (406) 444-2942 for further clarification. Our hours are from 8am to 5pm weekdays.

Recent Activity → Registration Period: 2023 - 2024

Current Session Year: 2023 - 2024

Search Registry for Lobbyists and Principals

2023 - 2024

Search Lobbyists Search Principals View All Lobbyists View All Principals Search Registry

Active Registrations

Total	Sep 2022	Oct 2022	Change
Active Lobbyist Registrations	15		
Active Principal Registrations	7		
Total Active Registrations	22		
Total Fees Paid	\$2,250.00		

Last Reporting Period Statistics

	Sep 2022	Oct 2022	Change
New Lobbyist Registrations	1	3	2 ↑
Updated Lobbyist Registrations	0	1	1 ↑
New Principal Registrations	1	1	0
Updated Principal Registrations	0	0	0

Just Posted

REPORT TYPE	DATE COVERED	DUE DATE
Initial	January 1 to 31 (session)	February 15th, 2023
Monthly*	February 1 to 28 (session)	March 15th
Monthly*	March 1 to 31 (session)	April 15th
Post Session	End of last report to end of session	30 days post adjourn
Session Year End	End of session to December 31st	February 15th, 2024
Post Special Session	End of session to end of special session	30 days post adjourn
Non Session Year End	January 1 to December 31st	February 15th, 2023

*Due only if \$5,000 or greater has been spent during the month.

Either sign in with your created OKTA account or sign up for an OKTA account if you do not have one yet (the State of Montana went from Epass to OKTA – they are not the same thing).



SIGN IN

Username

State Employees use your state network username, all others use email address

Password

Remember me

Sign In

Need help signing in?

Don't have an account? [Sign up](#)

Once you have done that, you will be brought back to the Lobbying page you were on – click on Login as lobbyist or update lobbyist:

Principal and Lobbyist Online Reporting System (Registration Period: 2023 - 2024) » You are logged in as Deb Ross-Belford

Register for an account

The Lobbyist service is for you if you are:

- A Lobbyist wishing to make application for license (Form L-1).
- Note:** You must file with the Commissioner within five business days after entering into an oral agreement to receive payment(s) of \$2,650 or more, or after receiving payment(s) of \$2,650 or more for the purposes of lobbying the legislature.

UPDATE LOBBYIST

The Principal's service is for you if you are:

- A Principal who has made payment(s) or who has agreed to make payments of \$2,650 or more to an individual to lobby the legislature on your behalf and wish to authorize an

Recent Activity -> Registration Period: 2023 - 2024

Current Session Year 2023 - 2024 **Change Session Year**

Search Registry for Lobbyists and Principals

2023 - 2024

Search Lobbyists Search Principals View All Lobbyists

View All Principals **Search Registry**

Active Registrations

	Total	Oct 2022	Nov 2022	Change
Active Lobbyist Registrations	31	3	24	21 ↑
Active Principal Registrations	18	1	0	1 ↓
Total Active Registrations	49	1	12	11 ↑

For the NEW SESSION – you are registering as a NEW LOBBYIST

Lobbyist Registration Service (Registration Period: 2023 - 2024)

» You are logged in as Deb Ross-Belford

Access ID Lobbyist Information Principals License Payment File License Help

Access for Existing Lobbyists

If you have at any time registered with the Commissioner of Political Practices but you are using this service for the first time; enter the Lobbyist's Access ID and then click the **Register Lobbyist** to register.

If you have registered before and do not have an ID, please call our office at (406) 444-2942 to obtain an ID.

Enter Your Access ID

Register Lobbyist Refresh

Lobbyists that have never Registered

If you have at any time applied for license with the Commissioner of Political Practices at any time but you are using this service for the first time you may click **Register New Lobbyist** button below without entering an ID.

Register New Lobbyist

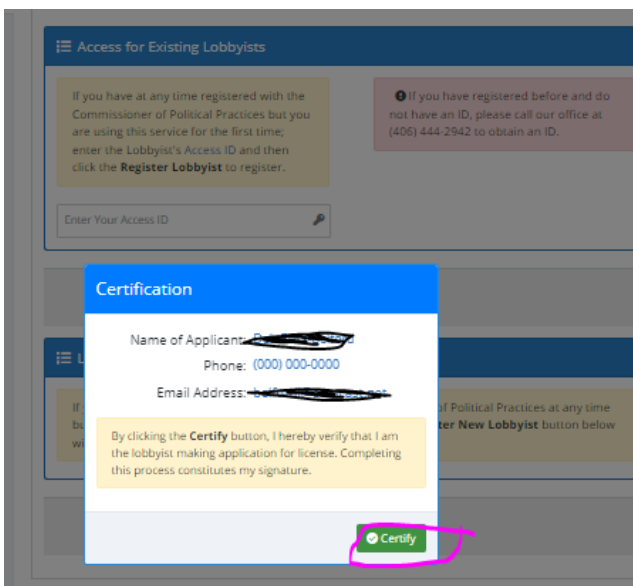
*****IF YOU RECEIVED AN EMAIL FROM A PRINCIPAL LETTING YOU KNOW THEY NEED YOU TO ACCEPT THEIR REQUEST, THAT EMAIL HAS AN ACCESS ID NUMBER IN IT, this is not the avenue you will take! You will go enter the Access ID from the email you received from the Principal in the box that says “Enter your access id”.

Take note -- Two different ways of registering as a lobbyist – make sure you know which one you need to do:

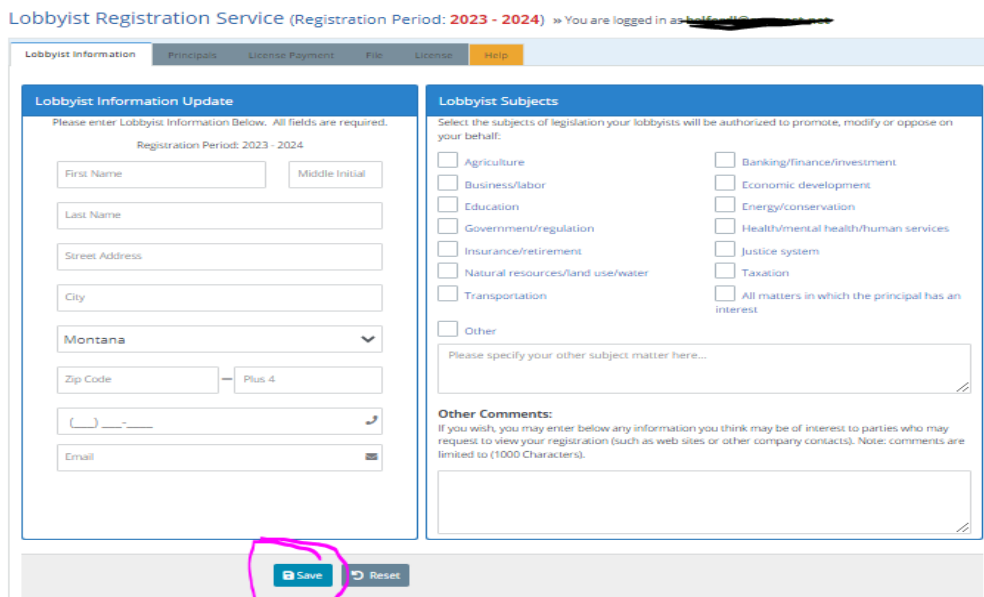
You are registering yourself and have not received an email from a principal, make sure you click **REGISTER NEW LOBBYIST**. You are creating your own Access ID by registering as a new lobbyist for the new session. That is what THESE instructions are for.

You received an email from the Principal requesting you to accept
This means the principal has already registered you as a lobbyist, so you just need to use the Access ID (they created when they entered your information) that is included in the email itself (in bold type in the body of the email). You will want a different instruction forms if you have an access id to enter.

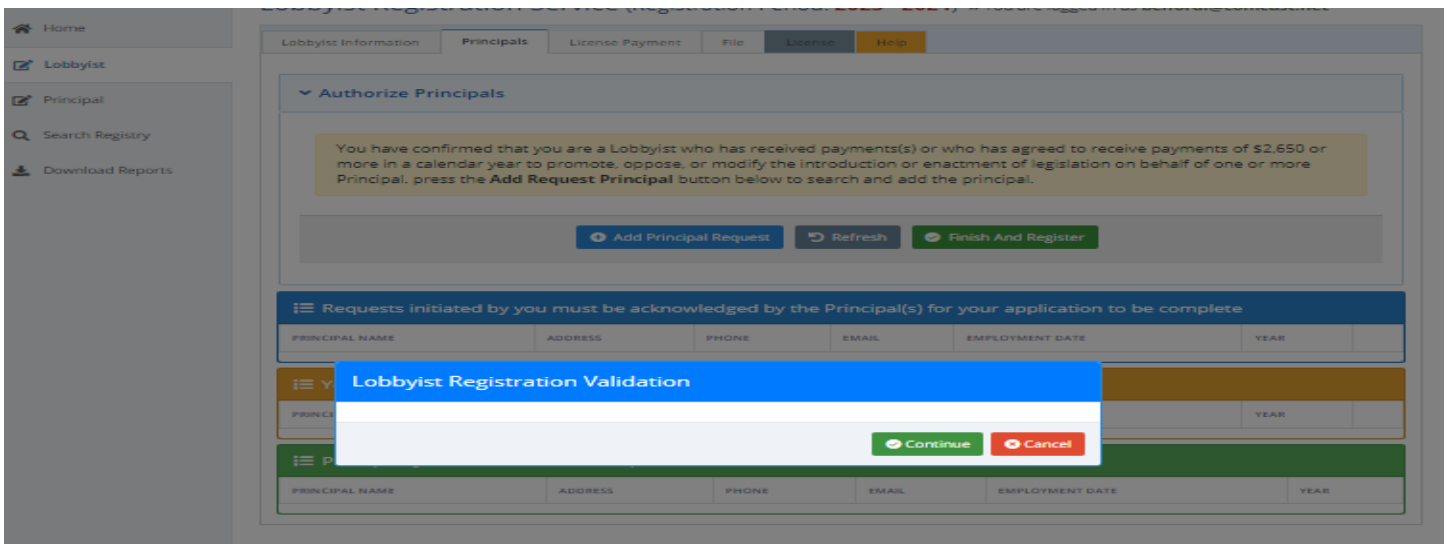
After you click REGISTER NEW LOBBYIST – this is what will come up – you click CERTIFY



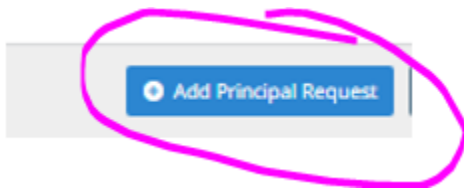
Then you will fill out your information and click SAVE



Once you hit SAVE – then you click UPDATE – then this comes up – click CONTINUE

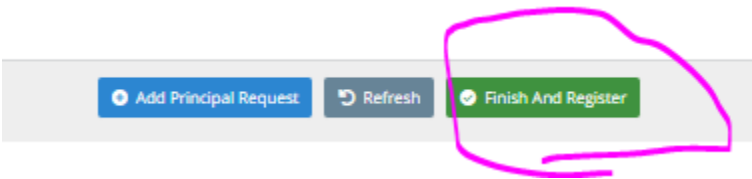


After you do that, you can click to add Principals - initiate the request for them to add you to their Principal Authorization form – their L2. Once you click “Add Principal Request”, you will see it has you put in the name of the Principal (you can enter a partial name, system will look for it) – then when options come up, look at Principal name, address – if it matches, select that one and navigate that screen.

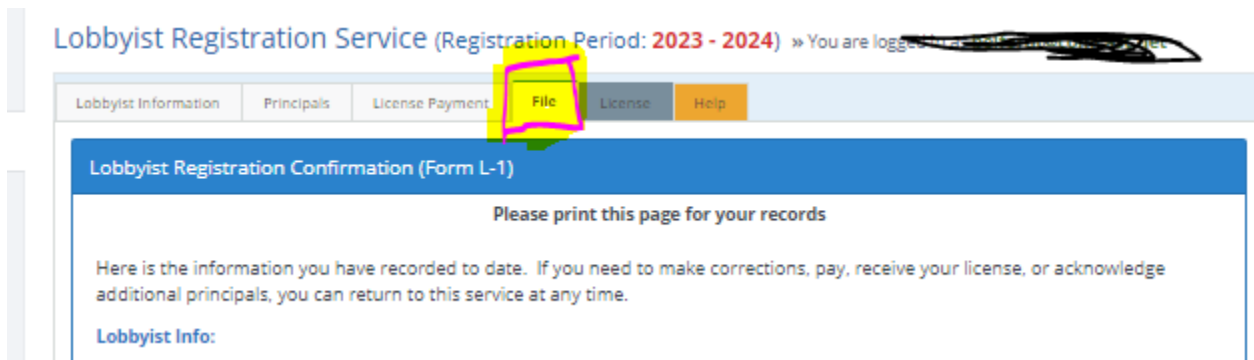


If you are paying your lobbyist license fee, you can do that at this time. Once all that is done, it will show that the request has been initiated. You can print out your license, also, at this time.

NOW – it is not all saved until you click: FINISH and REGISTER



And then.....FILE



Then you print the L1 for your records.