

# ANNUAL REPORT OF CLIENT

Clerk of the Legislature



County of Suffolk  
725 Veterans Memorial Highway  
William H. Rogers Building  
Smithtown, NY 11787

By Mail at: P.O. Box 6100  
Hauppauge, NY 11788-0099  
(631) 853-4074

## Chapter 580 Suffolk County Code

Annual Reports shall be filed by every lobbyist required to file a Statement of Registration **and any client** retaining, employing, or designating a lobbyist or lobbyists, if during the year such client expended, received, or incurred an amount in excess of one thousand dollars (\$1,000) of combined reportable compensation and expenses for the purposes of lobbying.

Each Annual Report shall be filed with the Clerk of the County Legislature, on forms provided by the Clerk of the County Legislature, by the Fifteenth (15th) day of January next following the year for which such report is made.

**I hereby submit the following Annual Report for calendar year 20\_\_.**

**DUE JANUARY 15<sup>th</sup>**

**Annual Report must be filed with the Clerk of the Legislature at the above address.**

**Instructions: All questions must be answered. If a question is not applicable, please state: "Not Applicable".**

**ANNUAL REPORT**

Date of Statement: \_\_\_\_\_

**CLIENT INFORMATION**

**§580-7 (C) (1)**

**Please list below the name, address, and telephone number of the client.**

NAME	_____
ADDRESS	_____
	_____
TELEPHONE	_____

**LOBBYIST INFORMATION**

**§580-7 (C) (2)**

**Please list below the name, address and telephone number of each lobbyist retained, employed or designated by such client. Attach additional sheets as necessary.**

NAME	_____
ADDRESS	_____
	_____
TELEPHONE	_____

NAME	_____
ADDRESS	_____ _____
TELEPHONE	_____
NAME	_____
ADDRESS	_____ _____
TELEPHONE	_____

**SUBJECT MATTER**

**§580-7 (C) (3)**

**Please provide a description of the general subject or subjects on which each lobbyist retained, employed, or designated by such client has lobbied, and on which such client has lobbied.**

---



---



---



---



---

**IDENTIFICATION OF THOSE LOBBIED**

**§580-7 (C) (4)**

**Please list below the name of the person, organization, or legislative body before which such client has lobbied.**

---



---



---



---



---

**COMPENSATION AND EXPENSES**

§580-7 (C) (5)

List the compensation paid or owed to each such lobbyist and any other expenses paid or incurred by such client for the purpose of lobbying.

Report expenses in aggregate of fifty dollars (\$50) or less; and if more than fifty dollars (\$50), such expense shall be detailed as to amount, to whom paid, and for what purpose; and where such expense is more than fifty dollars (\$50) on behalf of any one person, the name of such person shall be listed.

Expenses paid or incurred for salaries other than that of the lobbyist shall be listed in the aggregate.

Expenses of more than fifty dollars (\$50) shall be paid by check or substantiated by receipts and such checks and receipts shall be kept on file by the lobbyist for a period of three (3) years.

Amount	To Whom Paid	Purpose
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**NAME OF PERSON(S) FOR WHOM EXPENSE GREATER THAN \$50**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NOTE: Expenses shall not include:

1. Personal sustenance, lodging, and travel disbursements of such lobbyist and client.
2. Expenses, not in excess of five hundred dollars (\$500) in any one calendar year, directly incurred for the printing or other means of reproduction or mailing of letters, memoranda or other written communication.





