Office of State Ethics
2019 – 2020 Lobbyist Registration

The following materials are available on our website www.ct.gov/ethics
Click on “Lobbyist Filing and Information” in the Left Hand Navigation

Guides to the Codes of Ethics for Lobbyists

Communicator Lobbyists
Client Lobbyists
Procedures Manual

Communicator Lobbyist Guide to the Code of Ethics
Client Lobbyist Guide to the Code of Ethics
Procedures for Lobbyist Recordkeeping and Audit

Filing Calendars

Lobbyist Filing Deadlines
At- a-Glance Calendar

2019 Filing Dates
At-A-Glance Forms and 2019 Filing Calendar

Do You Need to Register as a Lobbyist?

You are required by law to register as a lobbyist with the Office of State Ethics if you:

• Expend or agree to expend $3,000 or more in a calendar year for lobbying and activities in furtherance of lobbying; OR
• Receive or agree to receive $3,000 or more in a calendar year for lobbying and activities in furtherance of lobbying (including any reimbursements).

The $3,000 registration threshold applies to any combination of legislative and administrative lobbying.

2019-20 Badges

Each individual who is a lobbyist shall, while engaged in lobbying, wear a distinguishing badge which shall identify him as a lobbyist. General Statutes § 1-101.

Replacement badges may be purchased for $1.00 cash only. The fee is collected when you pick up your badge at the Office of State Ethics. Log-in to the Lobbyist Filing System and select “Request Badges” from your Dashboard.

Contact Us

Office of State Ethics
18-20 Trinity Street, Suite 205
Hartford, CT  06106-1660

Main Phone Number: 860-263-2400
**Lobbyist Forms and Filing Deadlines**

**2019**

**AT-A-GLANCE***

Which forms do I file and when?

<table>
<thead>
<tr>
<th>Registration Form</th>
<th>Financial Disclosure Form</th>
<th>Financial Disclosure Filing Calendar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Communicator Lobbyist</td>
<td>ETH-1A</td>
<td>ETH-2A</td>
</tr>
<tr>
<td>In-House Communicator Lobbyist</td>
<td>Registered on Client’s ETH-1B</td>
<td>ETH-2A</td>
</tr>
<tr>
<td>Client Lobbyist</td>
<td>ETH-1B</td>
<td>ETH-2D</td>
</tr>
</tbody>
</table>

**January 10**

Register with the Office of State Ethics on or before January 15 or prior to the commencement of lobbying.

### Client Lobbyist Filing Calendar

**2019 Client Lobbyist Quarterly Reporting Schedule**

<table>
<thead>
<tr>
<th>Due Dates</th>
<th>Monthly Reporting Schedule</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>April 10, 2019</td>
<td>January 1 – March 31</td>
<td>(First Quarter Report)</td>
</tr>
<tr>
<td>July 10, 2019</td>
<td>April 1 – June 30</td>
<td>(Second Quarter Report)</td>
</tr>
<tr>
<td>January 10, 2020</td>
<td>July 1 – December 31</td>
<td>(Third and Fourth Quarters Combined)</td>
</tr>
</tbody>
</table>

**2019 Client Lobbyist Monthly Reporting Schedule**

<table>
<thead>
<tr>
<th>Due Dates</th>
<th>Monthly Reporting Schedule</th>
<th>Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 10, 2019</td>
<td>January 1 – January 31</td>
<td>(First Quarter Report)</td>
</tr>
<tr>
<td>March 10, 2019</td>
<td>February 1 – February 29</td>
<td>(Second Quarter Report)</td>
</tr>
<tr>
<td>April 10, 2019</td>
<td>March 1 – March 31</td>
<td>(First Quarter Report)</td>
</tr>
<tr>
<td>May 10, 2019</td>
<td>April 1 – April 30</td>
<td>(Second Quarter Report)</td>
</tr>
<tr>
<td>June 10, 2019</td>
<td>May 1 – May 31</td>
<td>(Second Quarter Report)</td>
</tr>
</tbody>
</table>

*This document does not include information concerning forms or filing calendars for governmental entities (ETH-2C), a Communicator Lobbyist’s unreimbursed expenditure for the benefit of a Public Official (ETH-2B), or payment or reimbursement of necessary expenses of $10 or more (ETH-2D). For further information please refer to the Communicator and Client Lobbyist Guides or contact the Office of State Ethics at (860) 263-2400.*

**File ETH-2D for any month in which (1) the legislature is in regular session AND (2) the client registrant expends or agrees to expend $100 or more for legislative lobbying during any such month.**