

Campaign Finance & Public Disclosure Board

Suite 190 . Centennial Office Building . St. Paul MN 55155-1603 . 651/296-5148 . 800/657-3889 . cf.board@state.mn.us

Lobbyist Registration Information

You must register as a lobbyist within five days after you meet one or more of the definitions listed below or are engaged by a new individual, association, political subdivision, or public higher education system.

- If you are engaged for pay or other consideration and receive more than \$3,000 from all sources in any year, for the purpose of attempting to influence legislative or administrative action or the official action of a metropolitan governmental unit by communicating or urging others to communicate with public officials or local officials in a metropolitan governmental unit; or
- If you are an appointed local official or an employee in a political subdivision acting in an official capacity who spends more than 50 hours in any month attempting to influence legislative or administrative action or the official action of a metropolitan governmental unit (other than the political subdivision employing you) by communicating or urging others to communicate with public officials or local officials in metropolitan governmental units. Included in the 50 hour time threshold: time spend monitoring legislative or administrative action, or the official action of a metropolitan governmental unit, related research, analysis, and compilation and dissemination of information relating to legislative or administrative policy in Minnesota, or to the policies of metropolitan governmental units; or
- If you spend more than \$250 of your own funds in any year, not including travel expenses and membership dues, for the purpose of attempting to influence legislative or administrative action or the official action of a metropolitan governmental unit by communicating or urging others to communicate with public officials or local officials in a metropolitan governmental units.

A lobbyist must register for each individual, association, political subdivision, or higher education system they represent.

You may choose from the following reporting options:

- Reporting lobbyist: If you are the lobbyist authorized to report for other lobbyists representing the same entity, you must list the name(s) and registration number(s) of any lobbyist(s) that you will be reporting for on your registration form. Periodic Lobbyist Disbursement Reports will then be mailed only to you as the authorized reporting lobbyist.
- Non-reporting lobbyist: If you authorize another lobbyist to report for you, you must list the name and registration number of that lobbyist on your registration form. Periodic Lobbyist Disbursement Reports will then be mailed only to the authorized reporting lobbyist.
- Self-reporting lobbyist: If you prefer to report your lobbyist disbursements directly to the Board office check the box indicating that. Periodic Lobbyist Disbursement Reports will then be mailed you as the reporting lobbyist.

To assist you in completing the registration, we also have a [list of examples of lobbying subjects](#). Please note "General legislation" is not a lobbying subject.

If you have questions about lobbyist registration, please call Gary Goldsmith, Executive Director, at 651-296-1721 or Jeff Sigurdson, Assistant Executive Director, at 651-296-1720. They may both be reached at 800-657-3889.

DEFINITIONS

Designated lobbyist – means a lobbyist responsible for reporting the lobbying disbursements of the entity the lobbyist represents. An entity that employs more than one lobbyist must have only one designated lobbyist.

Reporting lobbyist – means a lobbyist responsible for reporting lobbying disbursements of two or more lobbyists representing the same entity. Lobbying disbursements made on behalf of an entity may be reported by each individual lobbyist that represents an entity, or by one or more reporting lobbyists, or a combination of individual reports and reports from a reporting lobbyist.

This document is available in alternative formats to individuals with disabilities by calling 651/296-5148; 800/657-3889; or through the Minnesota Relay Service at 800/627-3529.