



STATE OF NEVADA
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MEMORANDUM

TO: Lobbyists
FROM: Tammy Grace, Operations Manager
SUBJECT: **75TH NEVADA LEGISLATIVE SESSION, 2009** Lobbyist Registration Requirements and Fees

We look forward to working with you in your capacity as a lobbyist during the 2009 Legislative Session.

**The fee for a PAID lobbyist (see definition below) is \$120.00 (if a PAID lobbyist registers by January 23, 2009, the fee will be reduced to \$100.00).
The fee for a NONPAID lobbyist is \$20.00.**

ALL checks should be made payable to the LEGISLATIVE COUNSEL BUREAU (LCB).
Full payment must accompany the registration or it will not be processed.

A lobbyist is defined in the Nevada Revised Statutes (NRS) 218.912. The activity of lobbyists in Nevada is controlled by the Nevada Lobbying Disclosure Act, NRS 218.900 to NRS 218.944, inclusive. The law requires lobbyists to register with the Legislative Counsel Bureau and provide certain information and interests represented. It also specifies penalties (NRS 218.944) for unlawful acts (NRS 218.942) and fees for late filing of required reports (NRS 218.940), **which will be strictly enforced**. *NOTE: There will be minimal waivers which will only be considered in the case of dire emergency circumstances. The decision will be at the sole discretion of the Operations Manager.* In addition and as a caution, the responsibility of filing Monthly Expenditures and other reports is that of the lobbyist and, again, the statutes concerning this will be strictly enforced.

Information is attached which includes several important documents on the wording of the Nevada Lobbying Disclosure Act, the regulation promulgated by the Legislative Commission and the guidelines for lobbyists. We strongly suggest that you read this memorandum and study the packet carefully. In addition to this information, please be aware of the following policies: 1) Lobbyists will not be able to meet in the office of a bill drafter unless they receive prior approval from a legislator or the Legislative Counsel; 2) Lobbyists will not be allowed on the floor of either House; 3) Lobbyists will not be allowed to handle reports of conference committees.

A paid lobbyist is any person who is required to register as a lobbyist and receives compensation for appearing in person in the Legislative Building or any other building in which the legislature or any of its standing committees hold meetings and communicating with a member of the legislative branch on behalf of someone other than himself to influence legislative action. The regulation does not distinguish between those persons who are considered "contract lobbyists" in that they receive payment for representing several interests and those persons who are paid a salary or other form of remuneration to represent a single interest. Moreover, it does not make a distinction between those who are paid by a private or public entity. (Please refer to NRS 218.912 for the definition of a "lobbyist.") A nonpaid lobbyist is any person who is required to register as a lobbyist but

receives no compensation for appearing in the Legislative Building or any other building in which the legislature or any of its standing committees hold meetings and communicating with a member of the legislative branch to influence legislative action.

This packet also contains the reports which are required to be filed by lobbyists. **Every registrant is required to file a monthly expenditure report whether they had expenditures or not.** Expenditure reports on lobbying activities during the previous month must be filed with the Lobbyist Registration Office, Room 1199. The monthly report must be received between the 1st and 10th day of the following month of the expenditure. **These are submitted during session only.** The Termination/ Final Report of Activity reports must be filed within 30 days after the end of session. Or, if a lobbyist terminates lobbying activities prior to the end of session these reports must be filed within 30 days after that date.

Late reports filed by a PAID lobbyist will need to be accompanied by the statutory fee of \$10.00 per day for late filing (NRS 218.940) but, as a courtesy, we will automatically waive all penalties over \$100 per month to encourage compliance. Failure to file a report and pay the fine within 30 days may result in the revocation of your registration (NRS 218.934). If the report has not been received within 10 days of the deadline a letter will be sent stating the penalty and date of revocation and there will be no other courtesy reminders. **Late reports filed by a NONPAID lobbyist** may result in suspension or revocation of the lobbyist's registration. If the report has not been received within 10 days of the deadline a letter will be sent stating the date of suspension or revocation.

PRESESSION ORIENTATION is scheduled for two dates. Please plan on attending either on January 12, 2009, or January 29, 2009 at 9:00 a.m. The meetings will be video conferenced to the Grant Sawyer State Office Building. Room locations will be designated in early January.

As we have done in the past, there will be a lottery for the available lockers. There are 20 lockers in the Lobbyist Room for which the total fee for session will be \$100.00 and the 48 lockers on the second floor stairwell for \$50.00. The sign up for locker lotteries will begin during the Pre-session Orientation. These drawings will take place on Friday, February 6, 2009. Combination locks will be provided for all lockers.

Once registered you may obtain your badge starting December 15, 2008. The badge process will be as follows: After registering and signing the "Declaration of Registrant" you will present your copy to the Legislative Police between 8 a.m. and 4:30 p.m. who will take your photo. Your badge will be processed and available for pick up from the Lobbyist Registration office the following day by Noon. You will receive a copy of the "Declaration of Registrant/Receipt" once the badge photo is taken. **Badges are processed in Carson City only.** If you choose to register during the first week of session, expect long lines. Note: The lobbyist badge numbers have been eliminated.

Due to issues with copiers and fax machines in the "Lobbyist Room" they are being eliminated. A copier will be located in Room 1199 but there will be a policy that will limit the volume of copies. For FAXES there will be a service fee of **\$1.00 to receive** them. To send faxes there will be a flat **50¢ per page for LOCAL numbers** and for **LONG DISTANCE** the charge is **\$2.00 for the first page plus 50¢ for each additional page.** Our Lobbyist Registration staff will send the faxes so confidentiality is assured.

Please complete and return (on-line, by mail or in person) all registration forms and the appropriate fee to the Lobbyist Registration Office, the office hours are 7:30 a.m. to 4:30 p.m., Legislative Building, 401 S. Carson Street, Room 1199, Carson City, Nevada 89701 or register online on our website at www.leg.state.nv.us/lobbyist starting December 1, 2008.

Thank you and once again, we look forward to working with you.