



# City of Dallas

## LOBBYIST REGISTRATION FORM

REGISTRANT  
NAME: \_\_\_\_\_

REGISTRATION  
NUMBER: \_\_\_\_\_

FILING  
DATE: \_\_\_\_\_

### SECTION I: BASIC GUIDELINES

- Unless exempt under Section 12A-15.4 of the Dallas City Code, a person must register with the City Secretary if the person has done any of the following during a calendar quarter:
  1. Received compensation or reimbursement of \$200 or more for lobbying; or
  2. Lobbied as the agent or employee of a person who received compensation or reimbursement of \$200 or more for lobbying.
- A separate registration form is required for each client.
- A \$300 annual fee must be paid prior to registering.
- Initial registration must be filed no later than five days after beginning lobbying activities or, if a zoning case is involved, within five days after the zoning application is filed with the city.
- A subsequent registration must be filed annually with the city secretary by January 15 each year.

### SECTION II: REGISTRANT INFORMATION

Registrant's  
Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Nature of  
Registrant's  
Business: \_\_\_\_\_

Form of  
Registrant's  
Business:  Individual  Corporation  Partnership  Other

If Other, describe:  
\_\_\_\_\_

### SECTION III: INFORMATION ON FILER IF REGISTRANT IS NOT AN INDIVIDUAL (MUST BE AUTHORIZED OFFICER OR AGENT OF REGISTRANT)

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Position Held: \_\_\_\_\_



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SECTION IV: INFORMATION ON LOBBYING FIRM FOR WHICH REGISTRANT IS AN AGENT OR EMPLOYEE (IF APPLICABLE)

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Nature of Firm's Business: \_\_\_\_\_

SECTION V: NAME OF REGISTRANT'S AGENT(S) OR EMPLOYEE(S) ACTING AS LOBBYIST(S) FOR CLIENT (IF APPLICABLE)

Agent/Employee Name: \_\_\_\_\_

Agent/Employee Name: \_\_\_\_\_

Agent/Employee Name: \_\_\_\_\_

Agent/Employee Name: \_\_\_\_\_

Agent/Employee Name: \_\_\_\_\_

SECTION VI: REGISTRANT'S PRIOR EMPLOYMENT OR SERVICE WITH THE CITY

Was registrant a city official or employee in the preceding 24 months? [ ] Yes [ ] No

If Yes, Position Held: \_\_\_\_\_

By filing this registration, I, as a former city official or employee, swear or affirm that, to the best of my knowledge, my lobbying activities have not violated and will not foreseeably violate Article III, Chapter 12A of the Dallas City Code, which governs former city officials and employees.

[ ] Yes [ ] No [ ] Not Applicable

SECTION VII: CLIENT INFORMATION

Client's Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/St/Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Nature of Client's Business: \_\_\_\_\_

Form of Client's Business: [ ] Individual [ ] Corporation [ ] Partnership [ ] Other

If Other, describe:

\_\_\_\_\_



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SECTION VIII: INFORMATION ON CLIENT'S AUTHORIZED OFFICER OR AGENT IF CLIENT IS NOT AN INDIVIDUAL

Name:
Address: City/St/Zip:
E-mail Address: Telephone:
Position Held:

SECTION IX: INFORMATION ON ANY OTHER PERSON(S): (1) ON WHOSE BEHALF REGISTRANT HAS BEEN ENGAGED; (2) WHO IS CONTRIBUTING TO REGISTRANT'S COMPENSATION; OR (3) WHO PLANS, SUPERVISES, OR CONTROLS REGISTRANT'S LOBBYING EFFORTS ON BEHALF OF CLIENT

Name:
Address: City/St/Zip:
E-mail Address: Telephone:
Nature of Business:

Name:
Address: City/St/Zip:
E-mail Address: Telephone:
Nature of Business:

SECTION X: CONTINGENT FEE INFORMATION

Is registrant lobbying for client on a contingent fee basis (whether through employment or another arrangement)?
Yes No

SECTION XI: LIST MUNICIPAL QUESTION(S) ADDRESSED ON CLIENT'S BEHALF IN THE THREE MONTHS PRECEDING REGISTRATION (SEE SCHEDULE A - LOBBYING ACTIVITY FOR PRECEDING THREE MONTHS)

Was any information required to be reported under this section (on Schedule A - Lobbying Activity for Preceding Three Months) disclosed in the most recent quarterly activity report?
Yes No

If yes, that information is not required to be included in this registration.



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**SECTION XII: LIST MUNICIPAL QUESTION(S) TO BE ADDRESSED ON CLIENT'S BEHALF IN THE THREE MONTHS FOLLOWING REGISTRATION (IF FORESEEABLE) (SEE SCHEDULE B – LOBBYING ACTIVITY FOR FOLLOWING THREE MONTHS)**

**SECTION XIII: FOR MUNICIPAL QUESTION(S) RELATING TO A ZONING CASE, DESCRIBE ALL CONTACTS MADE REGARDING THE CASE BEFORE REGISTRATION WAS FILED (SEE SCHEDULE C – LOBBYING ACTIVITY ON ZONING CASES)**

### **SECTION XIV: STATEMENT OF AFFIRMATION**

BY FILING THIS REGISTRATION, I SWEAR OR AFFIRM UNDER PENALTY OF PERJURY THAT, TO THE BEST OF MY KNOWLEDGE, ALL INFORMATION CONTAINED IN THE REGISTRATION IS TRUE AND CORRECT AND THAT THE REGISTRATION IS COMPLETE AND INCLUDES ALL INFORMATION REQUIRED TO BE DISCLOSED UNDER ARTICLE III-A, CHAPTER 12A OF THE DALLAS CITY CODE.

YES     NO



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## SCHEDULE A - LOBBYING ACTIVITY FOR PRECEDING THREE MONTHS

REGISTRANT  
NAME: \_\_\_\_\_

REGISTRATION  
NUMBER: \_\_\_\_\_

FILING  
DATE: \_\_\_\_\_

**LIST EACH MUNICIPAL QUESTION ADDRESSED ON CLIENT'S BEHALF IN THE THREE MONTHS PRECEDING REGISTRATION**

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email



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## SCHEDULE B - LOBBYING ACTIVITY FOR FOLLOWING THREE MONTHS

REGISTRANT  
NAME: \_\_\_\_\_

REGISTRATION  
NUMBER: \_\_\_\_\_

FILING  
DATE: \_\_\_\_\_

**LIST EACH MUNICIPAL QUESTION TO BE ADDRESSED ON THE CLIENT'S  
BEHALF IN THE THREE MONTHS FOLLOWING REGISTRATION (IF FORESEEABLE)**

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_

Municipal Question: \_\_\_\_\_  
\_\_\_\_\_



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## SCHEDULE C - LOBBYING ACTIVITY ON ZONING CASES

REGISTRANT  
NAME: \_\_\_\_\_

REGISTRATION  
NUMBER: \_\_\_\_\_

FILING  
DATE: \_\_\_\_\_

**FOR EACH MUNICIPAL QUESTION LISTED IN SCHEDULE A RELATING TO A ZONING CASE, DESCRIBE ALL LOBBYING CONTACTS MADE REGARDING THE CASE PRIOR TO THE FILING DATE OF THIS REGISTRATION (ANY CONTACTS ALREADY DISCLOSED ON SCHEDULE A OF THIS REGISTRATION ARE NOT REQUIRED TO BE INCLUDED ON SCHEDULE C)**

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email

Municipal Question: \_\_\_\_\_

City Official Contacted: \_\_\_\_\_

Lobbyist(s) Making Contact: \_\_\_\_\_

Type of Contact:     In Person     Telephone Call     Letter     Email