

INSTRUCTIONS

TERMINATION NOTIFICATION

EXECUTIVE AGENCY LOBBYIST

Within thirty (30) days following the termination of an engagement, the executive agency lobbyist who was employed under the engagement shall file written notice of the termination with the Commission. The Termination Notification must always include a final *Updated Registration Statement, Executive Agency Lobbyist*. Because the reporting period includes an entire fiscal year, if the lobbyist is active at any time during the reporting period he/she must file a final updated registration statement upon termination.

When all executive agency lobbyists engaged by an employer or real party terminate their registrations with the Commission, then the employer/real party in interest has effectively “terminated” their registration with the Commission. In the same manner as the lobbyist, the employer/real party in interest must file a final *Updated Registration Statement, Employer* or *Updated Registration Statement, Real Party in Interest* and pay their final \$500 registration fee. Remember, all updates and fees are collected at the end of a reporting period for the previous reporting year.

General Information

Provide your full name, EAL registration number, and residential address. Indicate your termination date for your employer/real party in the space provided as well as the name and address of the employer/real party.

Compensation:

List the final compensation paid to you as an executive agency lobbyist by the employer/real party. The compensation listed would include the amount paid from the beginning of the current reporting period thru your date of termination or end of engagement. “Compensation” means, “any money, thing of value, or economic benefit conferred on, or received by, any person in return for services rendered, as to be rendered, by himself or another” KRS 11A.201(1). The statute does not establish a specific method for the reporting of compensation i.e., monthly, annually, pro-rated amount based on percentage of time actually conducting lobbying activity, etc. For compliance purposes, provide a good faith answer to the best of your knowledge.

Certification:

This section requires the signature of the executive agency lobbyist and the date on which the statement was signed. The signing of the statement attests to the completeness and accuracy of the statement and that the employer and the lobbyist have complied with KRS 11A.236 which prohibits lobbying on a contingency basis.