



STATE OF WEST VIRGINIA
WEST VIRGINIA ETHICS COMMISSION
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CHARLESTON WV 25301-1804
(304) 558-0664 - FAX (304) 558-2169
ethics@wv.gov www.ethics.wv.gov

TO: Lobbyists
FROM: Kimberly P. Pickens, Lobbyist Registrar
RE: Registration for 2015-16 lobbying cycle
DATE: October 23, 2014

All West Virginia lobbyist registrations expire on December 31, 2014.

If you wish to lobby the Legislature during 2015, you must re-register as a lobbyist before January 1, 2015. Registration forms for 2015-16 are being accepted by the Ethics Commission now, so please submit your registration forms as soon as possible.

FORMS: Lobbyists must complete: (1) a WV Lobbyist Payment and Registration Information Cover Sheet; (2) a Lobbyist Registration Statement; and (3) an Employer Representation/Authorization form for each employer or entity represented. These forms are available on our website at www.ethics.wv.gov.

All forms **MUST** have original signatures. Scanned or faxed copies will not be accepted. Mail or deliver completed forms to the West Virginia Ethics Commission by U.S. Mail or hand delivery.

FEES: Registration fees are \$100 per lobbyist AND \$100 per employer represented made payable to the West Virginia Ethics Commission by check, money order, or credit card.

BADGES: Registered lobbyists will receive an updated badge. If you do not wish to use your current photograph that is on file, please send a passport-size color photograph of yourself along with your registration materials.

LOBBYIST DIRECTORY: Lobbyists registered by December 15 will be included in the Directory of Registered Lobbyists which will be published in mid-January 2015. Please submit your registration forms before December 15, 2014, so that your photo and contact and representation information are included in the directory.

TRAINING: Lobbyists who were registered during the 2013-14 registration cycle who did not complete their required training will not be allowed to register for 2015-16 until they have completed that training.

Please contact Lobbyist Registrar Kimberly Pickens at (304)558-0664 or at kimberly.p.pickens@wv.gov with any questions.