



City of Seattle Indirect Lobbying

SMC 2.06.115

Seattle Ethics and Elections Commission





Who should register as a sponsor of an indirect campaign?

SMC 2.06.115.A. addresses this question.

A person who has made expenditures of more than
\$1,500 total within any 3 months

or

more than \$750 total in any 1 month

to present a program to the public primarily to influence
legislation, shall register and report as a sponsor.





When should a sponsor of an indirect campaign register?

Within 30 days of becoming a sponsor of an indirect lobbying campaign, the sponsor shall register with the Seattle Ethics and Elections Commission (SEEC).





What should be reported?

- The sponsor's name, address, and business or occupation, and if the sponsor is not an individual, the names, addresses, and titles of the controlling persons responsible for managing the sponsor's affairs
- The names, addresses, and business or occupation of all persons organizing and managing the campaign, or hired to assist the campaign (this includes PR or ad firms) and the terms of compensation for all
- The names and addresses of each person contributing \$25 or more to the campaign, and the aggregate amount contributed
- The purpose or subject matter of the campaign
- Totals of all expenditures made or incurred by financial category





What payments should be reported?

Expenditures should be listed by category, which includes but is not limited to:

- Advertising; split out by media and if a large expenditure, split out by outlet
- Contributions being made
- Entertainment; including food and refreshments
- Office expenses; including rent, salaries and wages paid for staff and secretarial assistance
- Proportionate amount paid or incurred for lobbying campaign activities
- Consultants
- Printing and mailing expenses





When are reports due?

- Reports are due on the **10th** of the month, for the activities of the preceding month. For example, activity in October should be reported on November 10th.
- The report should update the registration statement and show contributions received and totals of expenditures made during the month being reported.






What happens when the campaign ends?

When the campaign ends, the sponsor shall file a notice of termination with the final monthly report made to the Seattle Ethics and Elections Commission.





Please contact
our office if you
have any
questions or if
you need
assistance with
reporting.



Questions?



Chrissy Courtney



206.437.6165



Chrissy.Courtney@seattle.gov

