

One Business Day Notice: Political Contributions Made by a Lobbying Entity Instructions – CEC Form 42

Submit this form if you, as a registered lobbyist, lobbying firm, or lobbyist employer (a “lobbying entity”) made contributions in a 12-month period aggregating more than \$7,000 to **any and all committees controlled by an elective City officer in connection with a City election or City office** (campaign or officeholder committee, or legal defense fund). Contributions to ballot measure committees and committees established in connection with an election to office in another jurisdiction (e.g., county, state, or federal office) that are controlled by an elective City officer do not count toward the \$7,000 threshold.

- You must submit the form to the CEC within one business day of exceeding the \$7,000 threshold. A copy of the form must also be filed with the City Clerk and with the office of the elective City officer named on the form.
- Make sure to include all contributions you have made to these committees in the 12-month period. You may need to attach additional forms.
- For purposes of this form, contributions made by a registered lobbyist, lobbying firm, or lobbyist employer should be counted separately. (For example, if a lobbyist and the lobbying firm that employs him or her make contributions *in combination* that exceed the \$7,000 threshold, neither the lobbyist nor the lobbying firm is required to submit this form).
- Note: The \$7,000 direct contribution threshold will not be reached unless the contribution limits are lifted in a race. Candidates will be notified by the CEC if contribution limits are lifted in their race.

Example 1:

Leslie Lobbyist, a registered lobbyist, makes a \$1,000 contribution in January to Mayoral Candidate Jones for the primary election. Soon after, the contribution limits are lifted in the Mayoral primary, and in March Leslie makes another contribution to Candidate Jones of \$4,500. Leslie contributes \$1,000 to Candidate Jones in April for the runoff election. For both the primary and runoff elections, Leslie has contributed a total of \$6,500 to Mayoral Candidate Jones, who wins the Mayoral election and establishes an officeholder account. In October of the election year, Leslie contributes \$1,000 to Mayor Jones’ officeholder account. Her contributions to all of Mayor Jones’ controlled committees total \$7,500 in a 12-month period. *Leslie has now exceeded the \$7,000 threshold and is required to disclose within one business day the contributions she made in the last 12 months on CEC Form XX.*

Example 2:

Leslie Lobbyist, a registered lobbyist, makes a \$1,000 contribution in January of an election year to Mayoral Candidate Jones for the primary election. Soon after, the contribution limits are lifted in the Mayoral primary, and in March, Leslie makes another contribution to Candidate Jones of \$4,500. At the same time, All-City Lobbying, Leslie Lobbyist’s employer and a registered lobbying firm, makes a contribution of \$3,000 to Mayoral Candidate Jones for the primary election. In the runoff election, Leslie Smith and All-City Lobbying each make another \$1,000 contribution to Mayoral Candidate Jones. Neither Leslie nor All-City Lobbying make contributions to Mayor Jones’ officeholder account. Leslie’s contributions to all of Mayor Jones’ controlled committees total \$5,500; All-City Lobbying’s contributions total \$4,500. *Neither Leslie nor All-City Lobbying is required to submit Form XX because neither of them separately exceeded the \$7,000 threshold.*

CEC Form 42

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FILER NAME: _____
 FILER ADDRESS: _____

 PHONE: _____

NAME OF LOBBYIST, LOBBYING FIRM, OR
 LOBBYIST EMPLOYER ON WHOSE BEHALF
 FORM IS FILED: _____

INSTRUCTIONS: Disclose the date and amount of all contributions in a 12-month period which, in aggregate, total more than \$7,000 made to any committee established in connection with an elective City office* that is controlled by an elective City officer.

PLEASE NOTE: A SEPARATE FORM MUST BE FILED FOR EACH ELECTIVE CITY OFFICER.

Date	Officeholder	Committee Name and ID	Amount

If more space is needed, check box and attach additional sheets as necessary.

Page Subtotal: \$ _____

Additional Sheets Subtotal: \$ _____

Total Contributions: \$ _____

Verification

I declare under penalty of perjury under the laws of the State of California that I have used all reasonable diligence in preparing this statement. I have reviewed the statement and to the best of my knowledge the information contained herein is true and complete.

Signed: _____ Executed on: _____

* Committees controlled by an elective City officer established in connection with a City election or City office include campaign or officeholder committees and legal defense fund accounts, but do not include ballot measure committees.