

**Philadelphia Board of Ethics**  
**REVISED ADVISORY ALERT--LOBBYING**

Revised April 23, 2012

**Filing of Expense Reports for the First Quarter of 2012**

The purpose of this Alert is to announce interim measures for the receipt by the Board of Ethics of quarterly lobbying expense reports. This Alert affects only expense reports; registrations continue as before.

**THE INTERIM PAPER EXPENSE REPORT FORM WILL BE AVAILABLE ON THE BOARD OF ETHICS WEBSITE ON APRIL 24<sup>TH</sup> AND THE NEW DEADLINE FOR FILING THE FIRST QUARTER EXPENSE REPORTS IS MAY 30, 2012.**

In the previous Advisory Alert, dated March 26, 2012, we had announced that we would provide an interim paper expense report method, since the expense report function of the online electronic filing system will not be available on or before the April 30, 2012 deadline for filing First Quarter expense reports, but that the filing deadline would remain April 30, 2012. Due to technical issues which delayed the availability of the interim paper expense report forms, we are extending the filing deadline, in order to allow filers additional time to file. The interim expense report form may be filled in on the Board's website and then must be downloaded and signed, and the signed copy mailed or delivered to the Board. The deadline for filing is now **May 30, 2012**, for the First Quarter expense reports.

The Lobbying Code, Chapter 20-1200 of The Philadelphia Code, and Board of Ethics Regulation No. 9, Lobbying, establish requirements applicable to lobbyists, lobbying firms, and principals who conduct legislative and administrative lobbying in Philadelphia.

The Lobbying Code and Regulation No. 9 require that a registered principal shall electronically file an expense report with the Board of Ethics no later than 30 days after the last day of each reporting period. Pursuant to the Advisory Alert issued by the Board of Ethics on November 16, 2011, the first expense reporting period is the First Quarter of 2012. The Lobbying Code and Regulation No. 9 require that the expense reports for the First Quarter of 2012 contain information about lobbying that occurred between January 3, 2012 and March 31, 2012.

Again, the deadline for filing the expense reports for the First Quarter of 2012 is now May 30, 2012.

In all other respects, the Lobbying Code and Regulation No. 9 will continue to provide conclusive guidance on an on-going basis, along with advisory opinions from the Board of Ethics.

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