2019-2020 and 2021-2022 Legislative Sessions
Lobbyist Ethics Course Requirement

California Government Code Section 86103 requires that lobbyists attend an ethics course once during each 2-year legislative session and certify the completion date with the Secretary of State, Political Reform Division as a condition of registration to lobby in California. The Senate Committee on Legislative Ethics and the Assembly Legislative Ethics Committee jointly conduct these courses.

Know Your Ethics Deadlines: It is the responsibility of each lobbyist to obtain the course schedule, to sign up, attend the course as required, and certify the ethics completion date with the office of the Secretary of State's Political Reform Division by the specified compliance deadline. Amended Form 604's will no longer be provided at the ethics course as done in previous Sessions. (See Form 604 instructions for filing requirements and compliance deadlines https://prd.cdn.sos.ca.gov/forms/form-604.pdf.)

Advanced sign-up is required to attend: Availability is limited via Zoom. Please email Sign-up Form to Stacey.Medlock@sen.ca.gov prior to mailing the form and fee. You will receive the Zoom invite one week prior to the Ethics Course. Please register upon receipt of the Zoom invite. To secure enrollment in an ethics course, submit a completed sign-up form accompanied with a $50 check or money order as indicated below and on page 2. **You will not receive a confirmation upon receipt. You may email** Stacey.medlock@sen.ca.gov **to confirm enrollment after submitting sign-up form and fee. Committee Staff will contact you if the course you have selected is at capacity.**

There is no provision for waiver of the ethics course requirement or for extension of the ethics completion deadline; nor is there a provision for an extension of a lobbyist's deadline to certify his/her ethics completion date by filing the required amended Form 604 (Lobbyist Certification Statement) with the office of the Secretary of State (see Form 604 instructions page). Non-filers are referred to the Fair Political Practices Commission for non-compliance.

MCLE CREDIT: The Assembly Legislative Ethics Committee and the Senate Committee on Legislative Ethics are State Bar of California MCLE approved providers. This activity is approved for 1.5 hours MCLE credit, but no MCLE credit will be offered on the following subjects: (1) Legal Ethics; (2) Elimination of Bias; or (3) Competence Issues. Appropriate forms will be available at the course for attorneys who seek MCLE credit.

- **MAKE $50 CHECK PAYABLE TO: Joint Ethics Committee**
- **MAIL SIGN-UP FORM & CHECK TO: Senate Committee on Legislative Ethics**
  Attention: Lobbyist Course
  1020 N Street, Room 554
  Sacramento, CA 95814

LOBBYISTS' ETHICS ORIENTATION COURSE REQUIREMENT (GOVT. CODE 86103)

LOBBYIST ETHICS COURSE SIGN-UP FORM

ADVANCE SIGN- UP IS REQUIRED

Please use type in fields and email to Stacey.Medlock@sen.ca.gov prior to mailing along with $50 fee

FIRST NAME INITIAL LAST NAME	E-MAIL ADDRESS
FIRM/LOBBYIST EMPLOYER NAME	AREA CODE AND TELEPHONE NUMBER
STREET ADDRESS SUITE#	AREA CODE AND CELL NUMBER
CITY, STATE POSTAL CODE	NOTES:

Lobbyist Ethics Courses listed below will be conducted Via Zoom (NOT in Person)

Course Date	Course Time	Deadline Date Change
☐ Tuesday, Nov. 10, 2020	10:00 a.m. – 12:00 p.m. (PT)	Nov. 3rd, by noon
☐ Thursday, Nov. 12, 2020	10:00 a.m. – 12:00 p.m. (PT)	Nov. 5th, by noon
☐ Tuesday, Nov. 17, 2020	10:00 a.m. – 12:00 p.m. (PT)	Nov. 10th, by noon
☐ Thursday, Nov. 19, 2020	10:00 a.m. – 12:00 p.m. (PT)	Nov. 12th, by noon
☐ Thursday, Dec. 3, 2020	10:00 a.m. – 12:00 p.m. (PT)	Nov. 26th, by noon
☐ Friday, Dec. 11, 2020	10:00 a.m. – 12:00 p.m. (PT)	Dec. 4th, by noon

DEADLINE APPLIES TO:

DATE CHANGE REQUEST, REFUND REQUEST & CANCELLATIONS. (No shows or changes after deadline will be required to mail in new sign-up form and $50 fee in order to reschedule.) Change requests must be submitted in writing by emailing stacey.medlock@sen.ca.gov & received in the Committee office BEFORE the course deadline.

- Please email the filled out sign-up form to Stacey.medlock@sen.ca.gov prior to placing the form and $50 check in the mail.
- Please register upon receipt of Zoom invite (invite should be received the week prior to course)
- Questions regarding Rules and Regulations please email the Fair Political Practices Commission at advice@fppc.ca.gov
- Questions regarding Lobbyist Renewal Registration and Filings please email the Secretary of State Political Reform Division at prdlobbying@sos.ca.gov