

TERMINATION PROCEDURE FOR LOBBY REGISTRANTS

A lobbyist or lobbyist agent may terminate their Lobby Registration when they no longer meet the definition of a lobbyist or lobbyist agent. In order to terminate the registration, the registrant **MUST** submit a final completed Financial Report Summary form with the effective date of termination indicated. Until the registrant submits a completed report with an effective termination date indicated, the registrant must continue to file reports on January 31st and August 31st each year.

Pursuant to MCL 4.417 (7) (4) “A lobbyist shall file a notice of termination with the secretary of state within 30 days after ceasing lobbying, but this will not relieve the lobbyist of the reporting requirements of this section for that reporting period. A lobbyist agent shall file a notice of termination with the secretary of state within 30 days after ceasing to lobby for a lobbyist.”

The final Financial Report Summary form filed must indicate an effective termination date and must disclose all lobbying activity and expenditures from the beginning of the reporting period until that effective date of termination. Each registrant must submit a final Financial Report Summary. Adding or deleting an employee on a report does **NOT** terminate that employee’s Lobby Registration.

OUTSTANDING NOTICES

Any Failure to File, Late Filing Fee, or Error and Omission notices sent concerning missing reports due **PRIOR** to the effective date of termination must be resolved before a termination will be processed. Any Late Filing Fees that remain owed will be referred to the Michigan Department of Treasury for collection if not paid. Any Failure to File or Error and Omission notices not resolved will be referred to the Attorney General. Any Failure to File, Late Filing Fee, or Error and Omission notices sent concerning missing reports due **AFTER** the effective date of termination will be voided.

REGISTRANTS WHO HAVE NEVER MET THE DEFINITION

A Lobby Registration may be voided if the registrant registered and never met the definition of a Lobbyist or Lobbyist Agent and any reports filed by the registrant are indicative of this. In order to void the registration, a letter of explanation will need to be filed with this office. If the registration is voided, any Failure to File, Late Filing Fee, or Error and Omission notices sent will also be voided.