

SMC Chapter 2.06, Lobbying Regulations

Employer Authorization

There is no form for employer authorizations. You can, however send a link of your Lobbyist Registration report to your employer/client for them to review.

Go to the Lobbying Disclosure Reports page at
<https://web6.seattle.gov/ethics/lobbying/LobbyistList.aspx>

Find the Client/Employer Registration report to be authorized. Click the Pop Up button. Scroll down to the bottom of the report and find:

Fixed link to this report: [*\[a series of characters that identifies your report\]*](#)

Right click on the link and select Copy Shortcut from the menu box. You can then Paste the shortcut to your report into a document or an email to your Employer/Client for them to review.

Your correspondence might include the following language:

I authorize [Lobbyist's Name] to lobby on [Employing Organization's] behalf. [Lobbyist Name] has registered as a Lobbyist for this purpose with the Client/Employer Registration report linked to here:

[\[Insert the link to the Client/Employer Registration report here\]](#)

Sincerely,

[Employing Officer's Name]

Remember to send the completed authorization to ethicsandelections@seattle.gov, or fax (206) 684-8590, or USPS Seattle Ethics and Elections Commission, PO Box 94729, Seattle, WA 98124-4729.