

2015

ATTACHMENT FORM 630
PAYMENTS MADE TO LOBBYING COALITIONS

Form 630 is for use by lobbying firms and lobbyist employers to disclose payments to a lobbying coalition. Form 630 is to be used as an attachment to the quarterly disclosure reports filed by the firm or employer.

FPPC Regulation 18616.4 defines “lobbying coalition” as:

A group of 10 or more persons formed primarily to influence legislative or administrative action, whose members make payments to the coalition for the purpose of sharing the expenses of employing a lobbyist or contracting for the services of a lobbying firm.

An individual or entity which only makes payments to a lobbying coalition is not required to file quarterly reports as a lobbyist employer or a lobbying firm.* However, an individual or entity which qualifies as a lobbyist employer or lobbying firm because of other activities in connection with influencing legislative or administrative action, and which also is a member of a lobbying coalition, must disclose payments made to a coalition on Form 630. The completed Form 630 must be attached to the quarterly Report of Lobbyist Employer/Lobbying Coalition (Form 635) or Report of Lobbying Firm (Form 625), whichever is applicable.

***Note:** An individual or entity which is not a lobbyist employer or a lobbying firm but which makes other payments to influence legislative or administrative action (including payments to a lobbying coalition) totaling \$5,000 or more in a calendar quarter must file reports as a “Person Who Spends \$5,000 or More To Influence Legislative or Administrative Action” (Form 645). See the [Information Manual on Lobbying Disclosure Provisions of the Political Reform Act](#) for further information.

ATTACHMENT FORM 630
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(Attachment to Form 625 or 635)

FORM 630
2015

Period Covered _____ Through _____

Cumulative Period Beginning _____

Name of Lobbying Firm or Lobbyist Employer Making Payments:

Name and Business Address of Lobbying Coalition Receiving Payments	Amount Received This Period	Cumulative Amount Paid Since January 1 of Biennial Legislative Session
	\$	\$

**INSTRUCTIONS FOR COMPLETING FORM 630
PAYMENTS MADE TO LOBBYING COALITIONS**

PERIOD COVERED: The period covered is the calendar quarter.

CUMULATIVE PERIOD BEGINNING: The “cumulative period” begins with January 1 of the biennial legislative session. However, on the first report required to be filed by a lobbyist employer or lobbying firm, the cumulative period begins on the first day of the calendar quarter in which the filer qualified as a lobbyist employer or lobbying firm.

NAME AND BUSINESS ADDRESS OF LOBBYING COALITION: You must disclose the full name and business address of each lobbying coalition of which you are a member, whether or not you made payments to the coalition during the quarter.

AMOUNT THIS PERIOD: You must disclose the total amount of payments made during the quarter to each lobbying coalition of which you are a member.

CUMULATIVE AMOUNT: You must disclose the total amount of payments made since January 1 of the biennial legislative session covered by the report to each lobbying coalition of which you are a member.

IMPORTANT: You must list on Form 630 each lobbying coalition of which you are a member. If no payments were made to the coalition during the period covered by the report, enter the coalition’s name and business address, enter zero in the Amount Paid This Period column, and provide the cumulative amount of payments made to the coalition since January 1 of the biennial legislative session.