

# Confirmation of lobbyist registration details

**Who should complete this form** The responsible officer appointed by the third-party lobbyist. The responsible officer is a person having a management, financial or other interest in the third-party lobbyist and may be a director, secretary or other person who holds an executive position with the registered third-party lobbyist.

**When to lodge** This form must be lodged on 31 January, 31 May and 30 September 2024. Please ensure you mark the box for the relevant confirmation period.

**How to lodge** Scan and email the signed and completed form to the NSW Electoral Commission at [lobbyists@elections.nsw.gov.au](mailto:lobbyists@elections.nsw.gov.au)

**Important information** The information on this form is collected, and provided by you, in compliance with the *Lobbying of Government Officials Act 2011* and *Lobbying of Government Officials (Lobbyist Code of Conduct) Regulation 2014*. Please note that in addition to providing confirmation that the information in the Lobbyists Register is up-to-date in accordance with this form, a third party lobbyist is also required to update the information in the Lobbyists Register within 10 working days after a change occurs to that information.

For more information visit [elections.nsw.gov.au](http://elections.nsw.gov.au) or use the contact details at the bottom of this form.

**Privacy** The NSW Electoral Commission has obligations under privacy legislation, including about collecting, managing and storing personal information. The information collected on this form will be used by the NSW Electoral Commission to undertake its statutory and administrative functions relating to elections, public funding, political donations, disclosures, electoral expenditure and lobbying. Not supplying all the information requested may delay or prevent the processing of this form. The form or information contained in this form is held by the NSW Electoral Commission and accessible by relevant staff and its contractors. If required or authorised by law, information on this form may be made available for public inspection. It may also be disclosed to other persons or entities if required or authorised by law. We may also use your contact details to send you information or reminders about your responsibilities in relation to elections or lobbying or to invite you to participate in surveys. You can find additional information in the NSW Electoral Commissions [Privacy Management Plan](#) concerning access to and correction of your personal information.

**Please note that some of the information provided in this form will be published in the Lobbyist Register on the NSW Electoral Commission's website.**

Please ensure you tick the box for the relevant confirmation period:

☐ 31 January 2024 ☐ 31 May 2024 ☐ 30 September 2024

NAME OF REGISTERED THIRD-PARTY LOBBYIST (LEGAL/ENTITY NAME)

Ticking all the boxes below confirms the information recorded in the NSW Lobbyists Register is accurate and up-to-date.

- ☐ The name and business contact details of the lobbyist recorded in the Register are accurate and up-to-date.
- ☐ The names of the individuals (including any representatives) who are engaged to undertake the lobbying of Government officials for the lobbyist are accurate and up-to-date.
- ☐ The names of the persons having a management, financial or other interest in the lobbyist are accurate and up-to-date.
- ☐ The names of the third parties (clients) who have retained the lobbyist to provide lobbying services (whether paid or unpaid) are accurate and up-to-date including information about those clients who are foreign principals.
- ☐ Neither the lobbyist, or any individual engaged by the lobbyist are officers of a registered political party.
- ☐ The lobbyist and any individual engaged by the lobbyist are fit and proper persons to be registered as lobbyists.
- ☐ All individuals who are engaged in lobbying on behalf of the registered third-party lobbyist have provided all requisite statutory declarations.
- ☐ All owners who are individuals have provided all requisite statutory declarations.
- ☐ The appointed responsible officer is current and their details are accurate and up-to-date.

Responsible officer declaration

I   
NAME OF THE REGISTERED THIRD-PARTY LOBBYIST'S RESPONSIBLE OFFICER

I have taken reasonable steps to ensure that the information provided in this form is not false or misleading in a material particular, including taking reasonable steps to ensure I have not omitted any matter or thing without which this form would be misleading in a material particular. **Note:** giving false or misleading information is a serious offence.

SIGNATURE OF THE RESPONSIBLE OFFICER

DD / MM / YYYY

DATE

OFFICE USE ONLY

DD / MM / YYYY

DATE OF RECEIPT