University of Georgia
Federal Lobbying Report Form

Please complete this form separately for each lobbying contact

Name _____________________________  Email___________________________
Title ______________________________  Telephone_______________________

1. Please provide the following information concerning your Lobbying Contact(s) and use a separate sheet if necessary:

   Name of Covered Federal Official _____________________________________
   Position/Title ______________________________________________________
   Congressional or Agency Office ______________________________________
   Date of Contact ____________________________________________________
   Phone number and Address___________________________________________
   Nature of Lobbying Activity/Contact ___________________________________

2. Subject of Contact(s): Please include bill number and subject matter where possible. If lobbying contact was made in a federal agency, describe subject of contacts.

   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________
   __________________________________________________________________

3. Expenses: Hard costs: such as travel, postage, lodging, meals

   __________________________________________________________________
   __________________________________________________________________

Your time spent for lobbying activities: (Good faith estimate including preparatory work and actual time spent in making contacts)

   Hours _______________  Percentage of your overall time ___________________

Time spent by those under you supervision on lobbying activities (use separate sheet if necessary):

   Name_______________________________   Time spent _______________________

SIGNATURE _______________________________  DATE _____________________