

**CLERK OF THE LEGISLATURE  
LOBBY FILING INFORMATION**

- **Registrations:** Lobby registrations for 2018 expire December 31, 2018. Lobby registrations can be renewed for one or more principals by using the Renewal Form A-R, which must be completed online and payment received by December 31, 2018. (If you are paying by check for a renewal, the check needs to be received before 5:00 p.m. on December 31<sup>st</sup> in order to be processed on time.) If you register after December 31<sup>st</sup> or are filing a new registration, you will need to use the Registration Form A.
- **Registration Payment:** Registrations can be paid for online using a credit card. Checks are also an acceptable form of payment, but will need to be processed by the Clerk’s Office. Checks should be made payable to the State of Nebraska. Complete and submit your registration online and send your check to the address at the bottom of this page. (When paying by check, please note that your registration will become effective on the date in which both the registration is completed online and the check is received - whichever is later.)
- **Online Filing:** All lobby registrations and reports filed with the Legislature are required by statutory provisions to be submitted electronically using the online lobby registration and reporting system. (Paper forms cannot be accepted.) Go to [www.nebraskalegislature.gov](http://www.nebraskalegislature.gov) and click on “For Lobbyists” on the lower left side. Lobby user features are listed at the top. Choose “Submit Lobbyist and Principal Reports” and log in to access and file forms.
- **Account Access:** You will use your same username and password to access your account. Do not create a new lobby account if you have already done so in the past. If you have forgotten your password or username, you can request these under the login box or contact the Lobby Clerk using the information at the bottom of this page. The principal will also use their same username and password as they have in the past. If the lobbyist or principal does not have an account, a new account will need to be created.

**2019 LOBBY REPORT DEADLINES**

**Quarterly Reports** are due within 30 days after the end of each calendar quarter. (Neb. Rev. Stat. §49-1483)  
(If the due date for a report falls on a state holiday or weekend, the due date will be the next business day.)

**Registration Renewal for 2019** - Form A-R must be submitted online and payment **received by December 31, 2018**.  
(If paying by check, your renewal needs to be filled out online and check received by Monday, December 31, 2018.)

**4th Quarter Reports for 2018** (October 1 through December 31, 2018).....**Due January 30, 2019**  
Lobbyist Form B  
Principal Form C

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**1st Quarter Reports for 2019** (January 1 through March 31).....**Due April 30, 2019**  
Lobbyist Form B  
Principal Form C

**2nd Quarter Reports for 2019** (April 1 through June 30).....**Due July 30, 2019**  
Lobbyist Form B  
Principal Form C

**Form D** is required from each lobbyist for each principal and due within **45 days** of the end of session. (§49-1488)

**3rd Quarter Reports for 2019** (July 1 through September 30).....**Due October 30, 2019**  
Lobbyist Form B  
Principal Form C

**4th Quarter Reports for 2019** (October 1 through December 31).....**Due January 30, 2020**  
Lobbyist Form B  
Principal Form C

**Special Reports** (§49-1483.03) Any lobbyist or principal who receives or expends more than \$5,000 (compensation disclosed on Form A or A-R excepted) for lobbying purposes during any calendar month in which the Legislature is in session, is required to file a Special Report (Form B-B or C-C) within 15 days after the end of that month.

**Registration Renewal for 2020** - Form A-R must be submitted online and payment **received by December 31, 2019**.

If you need assistance, you can contact the Lobby Clerk at (402) 471-2608 or email [lobby@leg.ne.gov](mailto:lobby@leg.ne.gov)  
Clerk of the Legislature • Lobby Registration • State Capitol, Room 2014 • PO Box 94604 • Lincoln NE 68509-4604