

EMPLOYER Expense Report Form
Report Due by July 1st

Legislative Year:

Employer Name:

Lobbyist Name:

Instructions:

- Report all costs incurred in connection with promoting, opposing, or influencing legislation in any manner during this session of the South Dakota Legislature (SDCL 2-12-11).
- **Lobbyists and employers are required to report on different forms (SDCL 2-12-11).**
- If no costs were incurred, check the box next to “No Expenses to Report”.
- **DO NOT include personal lobbyist expenses, such as salary, registration fee, own meals, travel, lodging, phone calls or other necessary personal needs (SDCL 2-12-11).**
- **Note:** There are **LIMITATIONS** on gifts (SDCL 2-12-16).

No Expenses to Report

Ending Date of Expense	Was it a gift? Enter Yes or No	Description	Amount

(If more space is needed, please use addition page.)

The expense report above has been examined by me and is a true, correct and detailed account of all expenses paid or incurred for the purpose of influencing legislation in any manner as provided in SDCL 2-12.

Signature

Date

If you are submitting a paper form, you may email the form to Lobbyist@state.sd.us or mail it to South Dakota Secretary of State, 500 E. Capitol Ave., Suite 204, Pierre, SD 57501. For questions contact 605.773.3537.