



**CITY OF HIALEAH GARDENS  
LOBBYIST EXPENDITURE REPORT  
CALENDAR YEAR-\_\_\_\_\_**

Chapter 2, Section 2-308-Code of the City of Hialeah Gardens

Please Type or Print in Ink

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Lobbyist Name (Please type or print clearly)

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Lobbyist Name (Please type or print clearly)

<b>CATAGORIES OF EXPENDITURES</b>	
Food and Beverage	
Entertainment	
Research	
Communications	
Media/Advertising	
Publications	
Travel	
Lodging	
Special Events	
Other	

*Oath*

I do solemnly swear that all facts contained on this Lobbyist Expenditure Report form are true and correct; and that I have read and am familiar with the provisions contained in Chapter 2, Section 2-308 of the Code of the City of Hialeah Gardens.

\_\_\_\_\_  
Signature of Lobbyist

\_\_\_\_\_  
Date

10001 NW 87 Avenue, Hialeah Gardens, Florida 33016  
Telephone: 305-558-4114 Facsimile: 305-819-5315  
[www.cityofhialeahgardens.com](http://www.cityofhialeahgardens.com)



## **I. WHO MUST FILE**

Any lobbyist who has registered must file an expenditure form detailing any expenditure related to lobbying for each principal in the period from January 1 through December 31.

## **II. WHAT MUST BE FILED**

**Expenditures-** Expenditure is a payment, distribution, loan advance or reimbursement made or controlled directly or indirectly, by a lobbyist or a principal for the purpose of lobbying. Expenses should be reported if they were incurred during the reporting period regardless of when they were actually paid.

**Communications-** Communications is the dissemination of information, including, but not limited to, by means of the following:

Audio-visual materials; and

Signs, placards, banners, promotional materials and other display materials; together with any associated production services

**Entertainment-** Entertainment is amusement or recreation, including but not limited to sporting, hunting, fishing, theatrical, artistic, cultural and musical activities or events.

**Food and Beverages-** Food and Beverages are meals snacks or other edible substances, or liquids for drinking, including services associated therewith.

**Lodging-** Lodging is sleeping or living accommodations for an individual for one or more nights.

**Media Advertisement-** Media Advertisement is newspaper and magazine advertising, radio and television advertising, and outdoor advertising, including production services and copyrighting services.

**Other-** Other is any item or service that is not included within one of the specified categories, but does not include any item or service that is not required by law to be reported.

**Publications-** Publications are mass-produced, printed materials including, but not limited to magazines, newsletters, brochures or pamphlets, which expressly encourage persons to communicate with county employees or officials in an attempt to influence the official actions of employees or officials or which are designed to communicate with employees or officials.

**Research-** Research is the procurement of information relating to a specific issue, regardless of the form or medium in which that information is provided, including but not limited to surveys, bill tracking services, information services, periodicals and consultants or consultant services to gather data or statistics.

**Special Events-** Special Events mean large-scale occurrences, including but not limited to receptions, banquets or dinners to which 200 or more persons are invited and for which the expenditures associated with hosting the occurrence are negotiated with a single catering service or facility at a set price or which include multiple expenditure categories.

**Travel-**Travel is the transporting of an individual from one place to another, regardless of the means used.

### **III. WHAT IS EXCLUDED**

Political contributions and expenditures which are reported under election laws as well as campaign-related personal services provided without compensation.

A lobbyist or principal's salary, office expenses and personal expenses for lodging, meals and travel. Communications, publications and research are office expenses unless they are performed by independent contractors rather than staff of the principal or the lobbyist.

### **IV. SUBMIT REPORTS TO:**

City Clerk  
City of Hialeah Gardens  
10001 NW 87 Avenue  
Hialeah Gardens, FL 33016