



# STATE OF NEW YORK

## NOTICE OF APPEARANCE

Section 166 of the Executive Law requires a regulatory agency to maintain for public inspection, a record of who appears before it for a fee as a third party (i.e. an attorney, an agent, lobbyist\*, or representative) on behalf of a person or organization subject to the regulatory jurisdiction of the agency. This usually occurs when the third party's client is involved in an enforcement, formal permit, or application matter. *This form is subject to all the rules and regulations of the Freedom of Information Law. Information that is confidential as a matter of law need not be furnished.*

Agency: \_\_\_\_\_ Date: \_\_\_\_\_

Division/ Bureau: \_\_\_\_\_

1. Name of Individual appearing: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

2. Client represented: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

3. Subject of appearance:  Regulatory/ Enforcement  Lobbying

\_\_\_\_\_

4. Acting in capacity of:

Attorney  Lobbyist

Agent  Other (describe) \_\_\_\_\_

5. Are you being compensated?  Yes  No If Yes: \_\_\_\_\_ Fee \_\_\_\_\_ Salary

6. Signature of Individual appearing: \_\_\_\_\_

7. Agency official (print name): \_\_\_\_\_

Signature: \_\_\_\_\_

- A LOBBYIST is a person or organization, other than a New York State government employee acting in an official capacity, who appears for the purpose of influencing the adoption or rejection of proposed rules, regulations, rate or legislation, including the State budget. An "appearance" for lobbying purposed can be a personal visit, letter, telephone call, conversation at a meeting, or any other type of contact, but does not include "on the record" proceedings or hearings.