

Shawn Bunney,

On January 14, 2020, the Public Disclosure Commission (PDC) received your attestation of completion of the Legislative Code of Conduct Training, as required by [RCW 42.17A.603](#). As a lobbyist registered to lobby in 2020, this attestation was due on December 31, 2019, making your attestation 14 days late. PDC staff will now close PDC Case 62685 administratively, and remove your name from our hearing list. PDC staff reminds you about the importance of timely, accurately, and completely attending to your registration and reporting requirements in the future.

In addition, it appears that your registration page is missing the **required photograph** or biographical information as required by [RCW 42.17A.605](#). State law requires each lobbyist to submit “electronically to the commission a recent photograph of the lobbyist of a size and format as determined by rule of the commission, together with the name of the lobbyist's employer, the length of the lobbyist's employment as a lobbyist before the legislature, a brief biographical description, and any other information the lobbyist may wish to submit not to exceed fifty words in length.” RCW 42.17A.605. To add your bio or **photo**, log into the lobbyist electronic reporting system and click on “edit lobbyist information.” Add your bio and/or photo, and then scroll to the bottom of the page. Check “I certify” and then “Save.”

Thank you,

Mx. Fox Blackhorn
Compliance Coordinator 2
360.753.1980 | 360.753.1111

