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Public Disclosure Commission Statement of Understanding

RESPONDENT NAME: PDC Case 64921

Public Disclosure Commission

I hereby acknowledge that I, Monisha Harrell
(Printed Name of Respondent)

did not timely file the required Employer's Lobbying Expenses report (L-3 report) with the Public Disclosure Commission (PDC) that was due to be filed by February 28, 2019, disclosing lobbying expenses for calendar year 2018, thereby violating RCW 42.17A.630.

I want to avoid the time and expense resulting from a Brief Adjudicative Hearing (Brief Enforcement Hearing) before the Presiding Officer. Therefore, I am filing the L-3 report, completing the Statement of Understanding, and enclosing a check or money order in the amount of \$100 for the missing report, in lieu of a February 28, 2020, Brief Enforcement hearing being held.

I understand that this will resolve all issues with the PDC regarding my failure to timely file the L-3 report, provided that a check or money order for \$100, the completed missing report(s), and this signed Statement of Understanding are all received by Monday, February 24, 2020.

I further understand that Commission staff will not be scheduling a Brief Enforcement hearing before the Presiding Officer regarding my obligation to timely file the L-3 report that was due by February 28, 2019.

Monisha Harrell

02/24/2020

Signature of Representative

Date Signed

Be sure to include your L-3 report, and make your check or money order payable to "Washington State Treasurer." Mail or deliver this Statement of Understanding, your completed L-3 report, and your payment to the following address:

Public Disclosure Commission
PO Box 40908
Olympia, WA 98504-0908

Expenditures

On this tab the employer will report the following, if applicable:

- **Entertainment expenses:** Report expenditures made to entertain, to provide gifts, travel or enrollment of course fees for legislators, state officials, state employees and members of their immediate families that exceeds \$50. Also include the value of transportation in employer-owned vehicles or aircraft.
- **Itemized expenditures that were for the purpose of influencing, honoring or benefiting a legislator or official:** Report expenditures to honor, influence or benefit state elected officials, successful candidates for state office or their family members. Include honoraria, speaker's fees, payment of medical bills or office staff or equipment, as well as any contracts and fees given to state officials, successful state office candidates or their immediate family members on a selective basis.
- **Other lobbying-related expenditures:** Report expenditures made or incurred for other reportable lobbying expenses not included in any other section of this expense report. Example: A lobbyist employer (independent of the lobbyist) makes a contribution to a charitable or civic organization at the request or suggestion of a public official.
- **Other expenditures made by the employer:** Report payments to vendors, expert witnesses, cost to compose and grassroots lobbying.

Other Compensation

On this tab, the employer will report the following, if applicable: employment compensation paid to state elected officials or successful candidates, and payments for professional services in which a state elected official, successful candidate for a state office or a member of the official's or candidate's immediate family holds an office or ownership interest of 10% or more. (Do not include the names of companies or organizations from which the employer purchased goods or tangible products in the normal course of business at fair market value).

Submitting the L3 report

Once all questions on each tab have been answered and the appropriate information supplied, the report may be submitted by clicking the **Submit to PDC** icon.

Amending Reports

Although every effort should be made to file complete and accurate reports, mistakes do happen. If you discover an omission or mistake in a previous report that affects the computations on the L-3 report, file an amended report.

Amend the L-3 report as follows: Log into the lobbyist/lobbyist employer account. Under **Employers I File For**, find the employer name and click on it. When the home page for the employer displays, find the report in question under **Submitted Annual Reports (L3)** and click on **Amend** at right. Make the appropriate changes as needed and submit to PDC. Amended L-3 reports should be filed as soon as the error is discovered.