



In-house Lobbyist (Organization) Registration Form

Complete this form if, under the Lobbyist Registration Act, you are the senior officer of an organization where one or more employees lobby a provincial government public office holder(s). See [GUIDE TO THE LOBBYIST ACT](#) for greater detail on the types of lobbyists and when they need to register.

A registration form is to be filed by the senior officer of an organization that employs an in-house lobbyist (including the senior officer) with the Registrar within two (2) months after the day on which that person becomes an in-house lobbyist and with (30) thirty days after the expiration of each six-month period after the date of filing the previous return.

This form is designed to be used for:

1. An initial registration
2. A semi-annual renewal
3. A notice of change to existing information or new information,

You may complete and file this form in paper or online. Online registration can be found at <http://www.gov.ns.ca/lobbyist/> If filing a paper copy, **please print clearly.**

Payment Methods Accepted: **Online** - Visa or MasterCard
 Paper - cheque, money order, Visa or MasterCard

Initial Registration Fee - Online: Consultant = \$50 In-house(Company) = \$50 **In-house(Organization) = \$0**
Paper: Consultant = \$100 In-house(Company) = \$100 **In-house(Organization) = \$50**

Renewal Fees - Online: Consultant = \$25 In-house(Company) = \$25 **In-house(Organization) = \$0**
Paper: Consultant = \$25 In-house(Company) = \$25 **In-house(Organization) = \$25**

For more details on completion of this registration, please see [Instructions to Completing Lobbyist Registration](#).

Registration/Notice

SECTION A	PURPOSE
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Check one of the following and complete the appropriate sections.

- Initial Registration => Complete all appropriate sections
- Semi-Annual Renewal => Complete all appropriate sections
- Notice of change to information => Complete sections where changes have occurred to the information previously filed. =>

Registration #

SECTION B	SENIOR OFFICER and ORGANIZATION INFORMATION
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Name of Senior Officer (Last, First, Middle Initial)			
Business address of senior officer			
City	Province	Country	Postal (Zip) Code

Telephone	Fax	Email	
Name of Organization		Registry of Joint Stock Companies number (if applicable):	
Business address of the organization.(if different from Senior Officer's)			
City	Province	Country	Postal (Zip) Code
Telephone	Fax	Email (optional)	

Section C	LOBBYISTS' INFORMATION
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I. List the senior officer and employees whose duties include lobbying as well as the lobbying subject matter: (use separate sheet if required)

Name: (Last, First, Initial)	Subject matter
Name: (Last, First, Initial)	Subject matter
Name: (Last, First, Initial)	Subject matter
Name: (Last, First, Initial)	Subject matter

II. List the name of any in-house lobbyist who was identified in the last return and who has **ceased** to be an in-house lobbyist or to be employed by the organization

Name: (Last, First, Initial)
Name: (Last, First, Initial)

Section D	DESCRIPTION OF ORGANIZATION
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I - Briefly describe the organizations business activities. (PRINT CLEARLY)

II - Briefly describe the organization's membership or classes of membership, and list the names of officers and directors of the organization. (PRINT CLEARLY)

Section E LOBBYING ACTIVITIES

IMPORTANT NOTE: BOTH THE CURRENT AND FOLLOWING 6 MONTHS ACTIVITIES MUST BE PROVIDED.

THIS ACTIVITY WILL BE UNDER TAKEN:

A. IN THE CURRENT REGISTRATION PERIOD

I. Focus and Particulars

Please provide information about the focus and the particulars of the organization's lobbying activities.

Name or description of legislative proposal/bill/policy/program, etc)

I. Subject Matter

Check the appropriate area(s) of concerns that best identify the subject matters of your lobbying activities:

- | | | | | |
|---|---|---|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Environment | <input type="checkbox"/> Information technology | <input type="checkbox"/> Privatization & outsourcing | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Arts and Culture | <input type="checkbox"/> Financial Institutions | <input type="checkbox"/> Insurance | <input type="checkbox"/> Science & technology | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Colleges and universities | <input type="checkbox"/> Forestry | <input type="checkbox"/> Justice & enforcement | <input type="checkbox"/> Small business | _____ |
| <input type="checkbox"/> Conservation | <input type="checkbox"/> Government procurement | <input type="checkbox"/> Labour | <input type="checkbox"/> Sports & Rec | _____ |
| <input type="checkbox"/> Economic development & trade | <input type="checkbox"/> Health | <input type="checkbox"/> Liquor Control | <input type="checkbox"/> Social assistance | _____ |
| <input type="checkbox"/> Education | <input type="checkbox"/> Highways | <input type="checkbox"/> Gaming & lotteries | <input type="checkbox"/> Taxation | _____ |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Hospitals | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Telecom | _____ |
| | <input type="checkbox"/> Housing | <input type="checkbox"/> Mining | <input type="checkbox"/> Tourism | _____ |
| | <input type="checkbox"/> Industry | | | _____ |

III. Lobbying Targets

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Agriculture & Fisheries | Examples of Agencies, Boards & Commissions | <input type="checkbox"/> Fuel Safety Board | <input type="checkbox"/> Tourism Partnership |
| <input type="checkbox"/> Community Services | <input type="checkbox"/> Advisory Commission on AIDS | <input type="checkbox"/> NS Gaming Corp. | <input type="checkbox"/> Treasury & Policy Board |
| <input type="checkbox"/> Office of Economic Development | <input type="checkbox"/> Canada-NS Offshore Petroleum Board | <input type="checkbox"/> Health Services & Insurance Commission | <input type="checkbox"/> Utility Review Board |
| <input type="checkbox"/> Education | <input type="checkbox"/> Advisory Committee Children & Family Services Act | <input type="checkbox"/> NS Labour Relations Board | <input type="checkbox"/> Voluntary Planning |
| <input type="checkbox"/> Environment & Labour | <input type="checkbox"/> Labour Relations Board | <input type="checkbox"/> Law Reform | <input type="checkbox"/> Workers Comp |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Disabled Persons' Commission | <input type="checkbox"/> NS Liquor Commission | <input type="checkbox"/> Youth advisory |
| <input type="checkbox"/> Health | <input type="checkbox"/> Election Commission | <input type="checkbox"/> Meat Inspection Board | <input type="checkbox"/> (other - Please list) _____ |
| <input type="checkbox"/> Justice | <input type="checkbox"/> Board of Registration, Embalmers and Funeral Directors NS Environment Assessment Board | <input type="checkbox"/> Municipal Finance Corporation | _____ |
| <input type="checkbox"/> Natural Resources | <input type="checkbox"/> NS Farm Loan Board | <input type="checkbox"/> NS Business Inc. | _____ |
| <input type="checkbox"/> Public Service Commission | <input type="checkbox"/> NS Fisheries & Aquaculture Loan Bd. | <input type="checkbox"/> Pay Equity | _____ |
| <input type="checkbox"/> Service Nova Scotia & Municipal Relations | | <input type="checkbox"/> Police Commissioners | _____ |
| <input type="checkbox"/> Technology & Science Secretariat | | <input type="checkbox"/> Primary Forest Products Marketing | _____ |
| <input type="checkbox"/> Tourism & Culture | | <input type="checkbox"/> Real Estate Commission | _____ |
| <input type="checkbox"/> Transportation & Public Works | | <input type="checkbox"/> Resource Recovery Fund Board | _____ |
| | | <input type="checkbox"/> Securities Commission | _____ |
| | | <input type="checkbox"/> Status of Women | _____ |
| | | <input type="checkbox"/> Student Assistance | _____ |

V. Communication Techniques

Check the techniques of communication that you have used or expect to use in the course of your activities.

- | | |
|--|--|
| <input type="checkbox"/> Arranging one or more meetings | <input type="checkbox"/> Telephone calls |
| <input type="checkbox"/> Meetings | <input type="checkbox"/> Informal communications |
| <input type="checkbox"/> Presentations | <input type="checkbox"/> Grass-roots communication |
| <input type="checkbox"/> Written communication (hard copy or electronic) | <input type="checkbox"/> Other (Specify) |
| | <input type="checkbox"/> _____ |

IV. Has any in-house lobbyist, or do you expect any in-house lobbyist to, lobby a member of the House of Assembly in the member's capacity as a member or a person on the member's staff?

- Yes No

B. IN THE FOLLOWING SIX MONTH PERIOD

I. Focus and Particulars

Please provide information about the focus and the particulars of the organization's lobbying activities.

Name or description of legislative proposal/bill/policy/program, etc)
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I. Subject Matter

Check the appropriate area(s) of concerns that best identify the subject matters of your lobbying activities:

- | | | | | |
|---|---|---|--|---|
| <input type="checkbox"/> Agriculture | <input type="checkbox"/> Environment | <input type="checkbox"/> Information technology | <input type="checkbox"/> Privatization & outsourcing | <input type="checkbox"/> Transportation |
| <input type="checkbox"/> Arts and Culture | <input type="checkbox"/> Financial Institutions | <input type="checkbox"/> Insurance | <input type="checkbox"/> Science & technology | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> Colleges and universities | <input type="checkbox"/> Forestry | <input type="checkbox"/> Justice & enforcement | <input type="checkbox"/> Small business | _____ |
| <input type="checkbox"/> Conservation | <input type="checkbox"/> Government procurement | <input type="checkbox"/> Labour | <input type="checkbox"/> Sports & Rec | _____ |
| <input type="checkbox"/> Economic development & trade | <input type="checkbox"/> Health | <input type="checkbox"/> Liquor Control | <input type="checkbox"/> Social assistance | _____ |
| <input type="checkbox"/> Education | <input type="checkbox"/> Highways | <input type="checkbox"/> Gaming & lotteries | <input type="checkbox"/> Taxation | _____ |
| <input type="checkbox"/> Energy | <input type="checkbox"/> Hospitals | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> Telecom | _____ |
| | <input type="checkbox"/> Housing | <input type="checkbox"/> Mining | <input type="checkbox"/> Tourism | _____ |
| | <input type="checkbox"/> Industry | | | _____ |

III. Lobbying Targets

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Agriculture & Fisheries | Examples of Agencies, Boards & Commissions | <input type="checkbox"/> NS Fisheries & Aquaculture Loan Bd. | <input type="checkbox"/> Primary Forest Products Marketing |
| <input type="checkbox"/> Community Services | <input type="checkbox"/> Advisory Commission on AIDS | <input type="checkbox"/> Fuel Safety Board | <input type="checkbox"/> Real Estate Commission |
| <input type="checkbox"/> Office of Economic Development | <input type="checkbox"/> Canada-NS Offshore Petroleum Board | <input type="checkbox"/> NS Gaming Corp. | <input type="checkbox"/> Resource Recovery Fund Board |
| <input type="checkbox"/> Education | <input type="checkbox"/> Advisory Committee Children & Family Services Act | <input type="checkbox"/> Health Services & Insurance Commission | <input type="checkbox"/> Securities Commission |
| <input type="checkbox"/> Environment & Labour | <input type="checkbox"/> Labour Relations Board | <input type="checkbox"/> NS Labour Relations Board | <input type="checkbox"/> Status of Women |
| <input type="checkbox"/> Finance | <input type="checkbox"/> Disabled Persons' Commission | <input type="checkbox"/> Law Reform | <input type="checkbox"/> Student Assistance |
| <input type="checkbox"/> Health | <input type="checkbox"/> Election Commission | <input type="checkbox"/> NS Liquor Commission | <input type="checkbox"/> Treasury & Policy Board |
| <input type="checkbox"/> Justice | <input type="checkbox"/> Board of Registration, Embalmers and Funeral Directors | <input type="checkbox"/> Meat Inspection Board | <input type="checkbox"/> Tourism Partnership |
| <input type="checkbox"/> Natural Resources | <input type="checkbox"/> NS Environment Assessment Board | <input type="checkbox"/> Municipal Finance Corporation | <input type="checkbox"/> Utility Review Board |
| <input type="checkbox"/> Public Service Commission | <input type="checkbox"/> NS Farm Loan Board | <input type="checkbox"/> NS Business Inc. | <input type="checkbox"/> Voluntary Planning |
| <input type="checkbox"/> Service Nova Scotia & Municipal Relations | | <input type="checkbox"/> NS Resources Ltd | <input type="checkbox"/> Workers Comp |
| <input type="checkbox"/> Technology & Science Secretariat | | <input type="checkbox"/> Pay Equity | <input type="checkbox"/> Youth advisory |
| <input type="checkbox"/> Tourism & Culture | | <input type="checkbox"/> Police Commissioners | <input type="checkbox"/> (other - Please list) _____ |
| <input type="checkbox"/> Transportation & Public Works | | | _____ |
| | | | _____ |

V. Communication Techniques

Check the techniques of communication that you have used or expect to use in the course of your activities.

- Arranging one or more meetings
- Meetings
- Presentations
- Written communication (hard copy or electronic)
- Telephone calls
- Informal communications
- Grass-roots communication
- Other (Specify)
- _____

IV. Will any in-house lobbyist, or do you expect any in-house lobbyist to, lobby a member of the House of Assembly in the member’s capacity as a member or a person on the member’s staff?

- Yes
- No

Section F	FUNDING
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I - Government Funding

Is your organization funded in whole or in part by a government or government agency? YES NO

Name of government or government agency	Amount of Funding received
Name of government or government agency	Amount of Funding received

II - Private Funding Relating to Lobbying Activities

In the fiscal year preceding the filing of this registration, did your organization receive funding of \$750 or more from an entity or organization, or from an individual acting on behalf of an entity or organization, for the purpose of supporting this lobbying undertaking? (NOTE: This does not include private donations made by individuals acting in their personal capacity.)

- YES
- NO

Name of entity, organization or individual (acting on behalf of an entity or organization)			
Business Address:			
City	Province	Country	Postal/Zip Code

Section G	CERTIFICATION
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I certify that the information contained in this registration or notice is true to the best of my knowledge and belief.

 Signature of Senior Officer Date (year,month,day)

NOTE: Once your registration has been processed, you will receive a letter (by mail) that will advise you of your status. This could be in the form of a rejection notice, a pending notice (whereby the registry requires further information), or a confirmation indicating that your registration has been accepted and entered into the database. The receipt acknowledging payment will also be included with this letter.

REGISTRATION FEES

Initial Registration Fee - Online: Consultant = \$50 In-house(Company) = \$50 **In-house(Organization) = \$0**
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Paper: Consultant = \$25 In-house(Company) = \$25 **In-house(Organization) = \$25**

METHOD OF PAYMENT

VISA

MASTERCARD

CHEQUE

MONEY ORDER

Credit Card Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Expiry Date:

/

Credit card holder's name (as it appears on Card) (print clearly)

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Signature of Card Holder

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Please send the completed form to:

Registry of Lobbyists
Service Nova Scotia & Municipal Relations
PO Box 1523
Halifax, Nova Scotia, B3J 2Y3

Phone: 1-800-670-4357 or 424-5200
Fax: (902)424-4633