

# Ohio Lobbying Expenditure Non-Disputed Notice Form

Date: \_\_\_\_\_  
*(date this notice is sent)*

Dear \_\_\_\_\_:  
*(name of expenditure recipient)*

This letter provides notice that \_\_\_\_\_ intends to disclose  
*(name of lobbyist/employer)*  
you as the recipient of a reportable expenditure on his/her/its \_\_\_\_\_  
*(reporting period / year | e.g. January - April 20xx)*  
Lobbying Activity and Expenditure Report. This notice is required pursuant to R.C. 101.73, 121.63, or  
101.93. The following information will be reported:

Type of Expenditure:            Gift \_\_\_\_\_      Meal/Beverage \_\_\_\_\_      *(check one)*  
Date of Expenditure:            \_\_\_\_\_  
Description of Expenditure:    \_\_\_\_\_  
Amount of Expenditure:        \$ \_\_\_\_\_

If you dispute the above information please contact me at \_\_\_\_\_ . If you  
*(phone number)*  
do not wish to have your name appear on this report you may reimburse for the amount listed above. In  
either case, you must do so within 10 days of the date of this notification. If you wish to reimburse, please  
submit payment to:

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

Under Ohio's lobbying laws, recipients of lobbying expenditures must receive prior written notice that they will be reported on an Activity and Expenditure Report. The written notice must be sent 10 days prior to filing the report. This form is provided by the Office of the Legislative Inspector General as a model for non-disputed lobbying expenditure notification. While the use of this form is optional, written notification of the above information to an expenditure recipient is mandatory under R.C. 101.73, 121.63, and 101.93. This notice is not filed with the OLIG but a copy should be retained with similar expenditure records pursuant to R.C. 101.73(E), 121.63(F), and 101.93(F).