



City of Boston
Office of the City Clerk
“NEW” Online Reporting Requirements
Effective Date: April 20, 2022

All Lobbyists, Lobbying Entities and Clients will now file Quarterly Statement Reports online via the city’s Lobbying portal by signing into your account to access the online reporting feature.

Quarterly Statements can now be completed online!

QUARTERLY STATEMENT REPORTS:

On or before the **20th day of January, April, July and October** of each year the following must be filed with the City Clerk:

***Lobbyists** shall provide a statement, under oath, listing the following:

1. all City of Boston municipal campaign contributions as defined in Section 1 of MGL Chapter 55;
2. identification of each client for whom the lobbyist provided lobbying services;
3. names of pieces of legislation, legislative action, administrative action or decisions of city employees that the lobbyist acted to promote, oppose or influence;
4. statement of the lobbyist’s position, if any, on each such piece of legislation, legislative action or decision;
5. identification of the client or clients on whose behalf the lobbyist was acting with

respect to each such piece of legislation, legislative action or decision;

On or before the **20th day of January, April, July and October** of each year the following must be filed with the City Clerk:

***Every Lobbying Entity and Client** shall provide a statement, under oath, listing the following:

- a listing of all City of Boston municipal campaign contributions as defined in Section 1 of MGL Chapter 55;
- compensation received for lobbying activities;
- expenditures incurred or paid separately by such lobbying entity or client during the reporting period in connection with each decision, legislation, legislative action or administrative action of a city employee that it sought to promote, oppose or influence;
- the total amount thereof incurred or paid separately by such lobbying entity or client during the reporting period.

***You must still submit a report even if you have had “No Activity” during the reporting period. Each section on your online reporting template must be completed by indicating “No Activity” within each section.*