## Do I Register as a Lobbyist? | By answering a few yes or no questions you can determine if

By answering a few yes or no questions you can determine if you are a lobbyist that needs to register your lobbying activities.

Are you being paid to communicate with a public officer holder, or do you represent a business or financial interest?

YES

YES

YES

You are a Consultant Lobbyist

Are you lobbying on behalf of your own employer, business or entity?

You are an in-house Lobbyist

Are you lobbying without payment on behalf of someone, business, or for-profit entity for their benefit?

You are a voluntary unpaid Lobbyist

None of the Above

- Are you a delegation speaking during a Council, Committee of Council, or local board?
- Are you speaking on the public record during a public meeting or open house?
- Are you requesting information or replying in direct response to a public office holder written request?
- Are you providing compliments or complaints about a service or program?
- Are you participating in a city-initiated communication as a stakeholder where the primary focus is a broad community benefit or detriment with no perceived financial benefit to you or an interested party?
- Are you communicating with a public office holder about a general neighborhood or public policy issue?
- Are you providing general information on an application, including a proposed or pending application, or to inquire about the application review process?
- Are you communicating with a public officer holder as part of an existing, Council-approved process (building permits, procurement, planning, development applications, etc.)?
- Are you representing a not-for-profit organization with no paid staff?
- Are you a government or public sector official acting in your public capacity?

YES

Are you communicating to a public office holder with how one of the below items impacts you or a business or entity you represent:

- the enforcement, interpretation or application of any Act or by-law by the public office holder
- the implementation or administration of any policy, program, directive or guideline by the public office holder;
- a personal matter unless in respect of a matter that falls under the definition of lobbying, that is for your special benefit

YES

Register as a Lobbyist

## YES

Are you communicating with a public office holder, outside of a normal procurement or application approval process, seeking a direct or indirect financial benefit?

NO

Do not register as a Lobbyist

