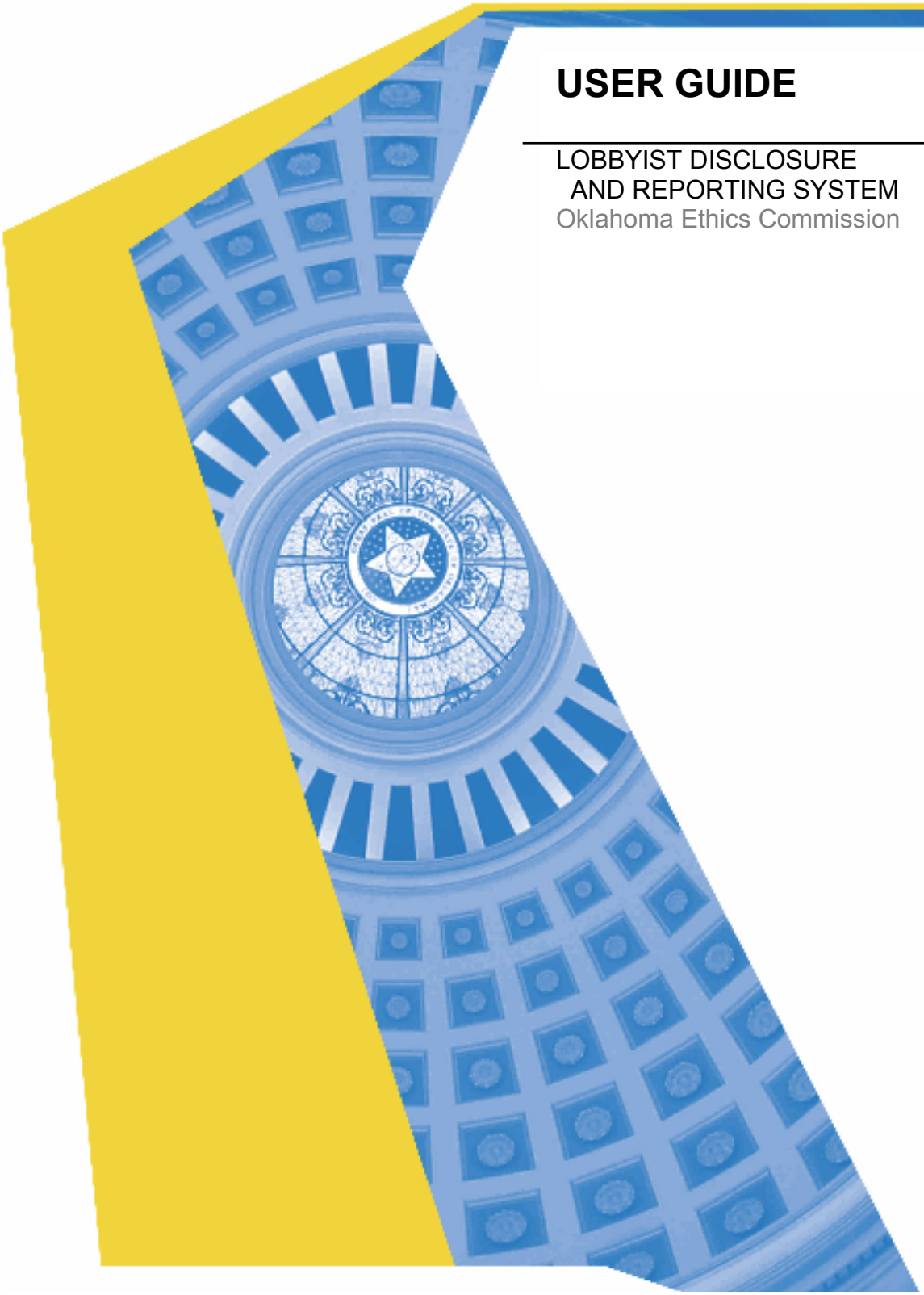
OKLAHOMA
www.ok.gov

Oklahoma's Official Web Site



USER GUIDE

LOBBYIST DISCLOSURE
AND REPORTING SYSTEM

Oklahoma Ethics Commission

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Purpose of the System

The Lobbyist Reporting & Disclosure system was created to provide Oklahoma Lobbyists an opportunity to complete their paperwork processes in an online environment. OEC lobbyist registrants can complete every aspect of their annual registration obligations online including initial registration, filing required gift reports to the Ethics Commission, as well as renewing their registration annually. Registration payment is handled by Ok.gov's secure payment system which allows registrants to pay online via credit card or electronic funds transfer. The application provides users a seamless experience that will streamline their semi-annual processes as well as decrease paperwork for OEC.

General Information

When navigating the Lobbyist Disclosure Reporting System, keep the following in mind to aid in successfully entering and saving your data.

- **Creating a shortcut to the system:**

1) From Windows, begin by opening a Web browser such as Internet Explorer.
2) In the Web browser field (URL field), enter the Ethics Lobbyist Reporting & Disclosure address (https://www.ok.gov/ethics/lobbyist/index.php) , and select **Enter.**
3) Once the application is displayed on the screen, select the **Favorites** menu on the Internet Explorer browser. Next, select **Add to Favorites**. In the Add Favorite window, select **Links** from folder list, and select **OK** to create the favorite in the **Links** folder. The shortcut button appears in the **Links** toolbar on the browser.

- **In addition to creating a shortcut to the Ethics Lobbyist Reporting & Disclosure System, you may want to create a shortcut from your desktop:**

4) Follow the instructions from above (Numbers 1&2) to open a Web browser and display the Lobbyist Reporting & Disclosure System.
5) Once the application is displayed**,** select the **File** menu on the Internet Explorer and scroll down to **Send To → Shortcut to Desktop**.
6) An icon for the Online Reporting System will be displayed on your desktop.

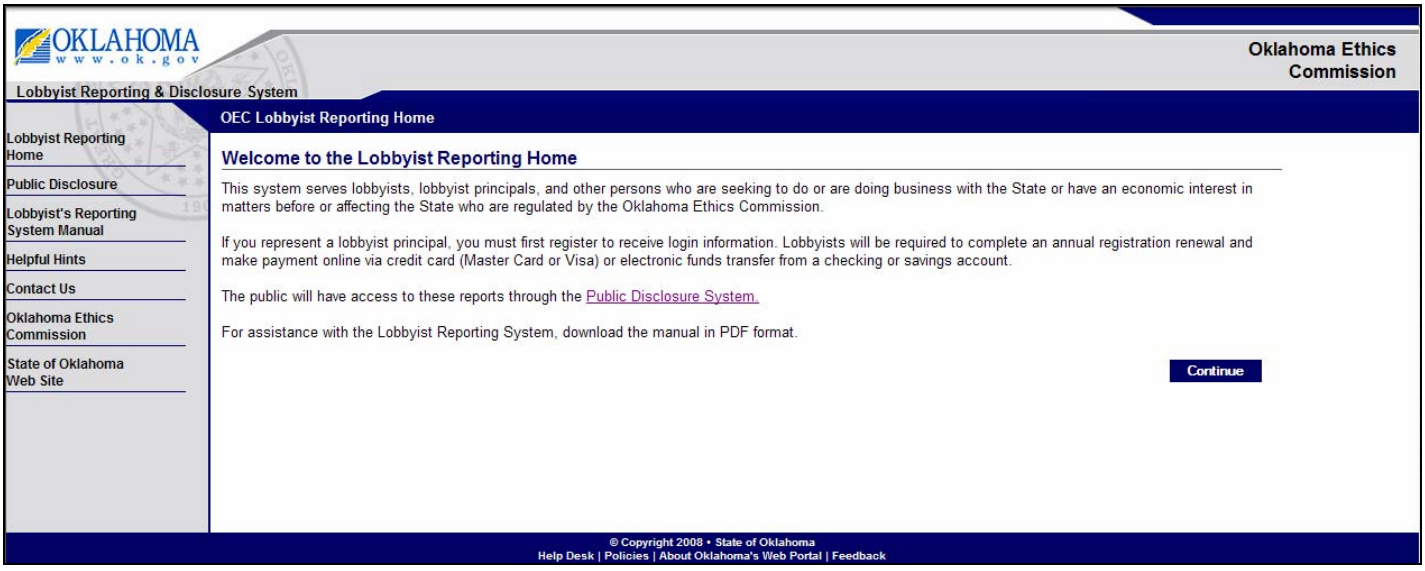
- **Time-out feature:** The system is designed to time out after 24 minutes of non-use. We encourage you to save often, even if you plan to be away from your desk only for a short while.

- **Navigation buttons:** Throughout the system you will see navigation buttons that say things such as **"Previous Screen" or "Back"** . Use these navigation buttons instead of your web browser's arrow buttons. Use of the web-browser buttons could interrupt your session and cause you to lose data. Additionally, if you select the **Previous Page or Back** button while filling out a form, all of the entered data is lost unless it was saved to the database by selecting the **Save** button.

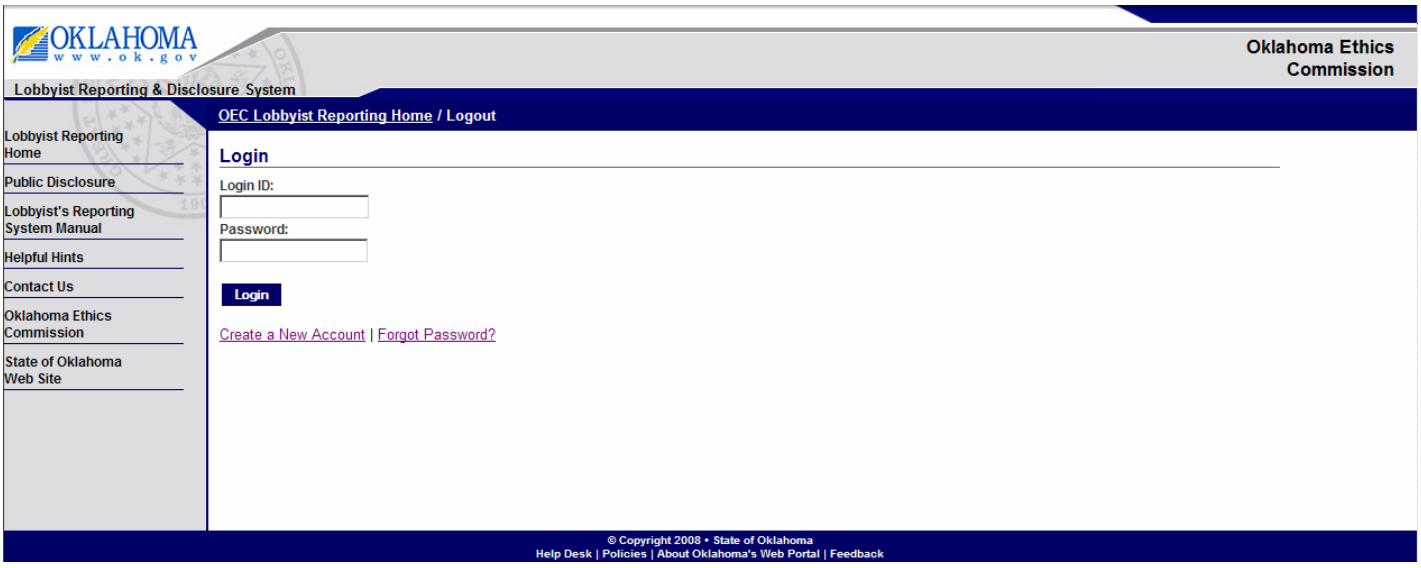
- **Drop-down boxes:** You must Click out of drop-down boxes before you can use your scroll feature on your mouse to scroll up or down on the page, otherwise using the scroll feature on your mouse will alter your selection.

The Ethics Lobbyist Reporting & Disclosure System is designed to allow Lobbyists to register, report gift giving, and renew their registration online.

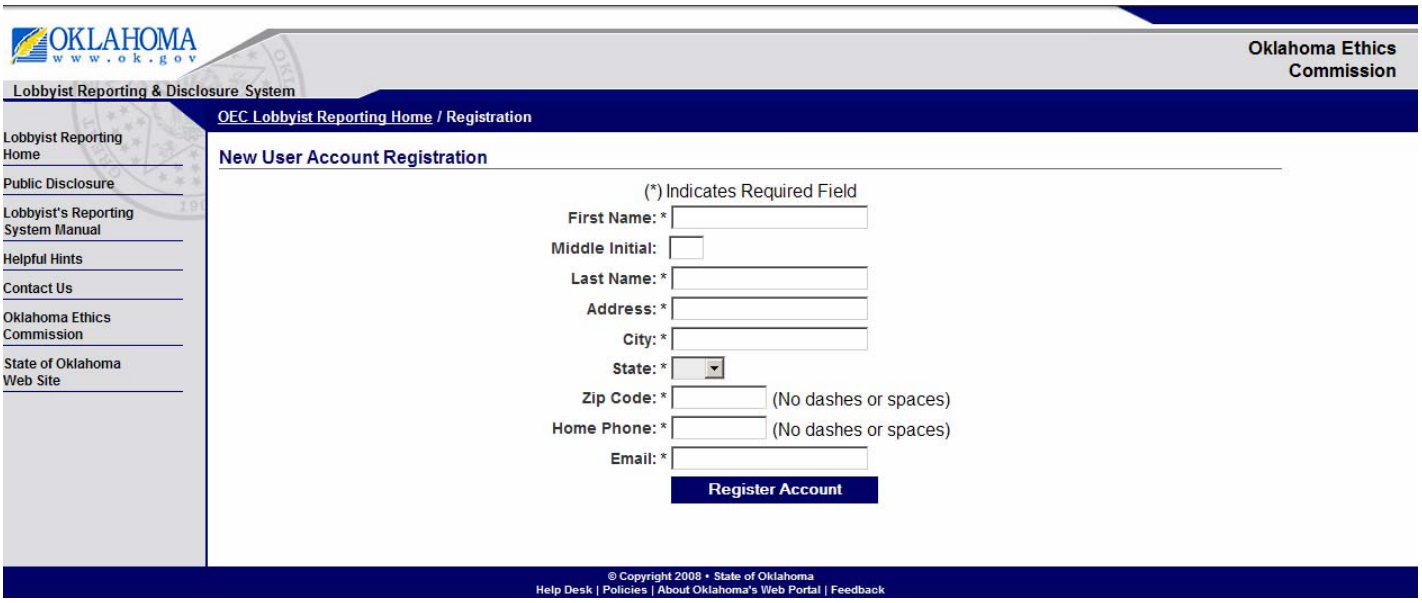
Step 1: To access the Lobbyist Reporting & Disclosure System, type https://www.ok.gov/ethics/lobbyist/index.php in your Web browser's URL field or follow the shortcut option you developed earlier. The Welcome page will appear.



Step 2: Select the continue button to get to the Login Page.

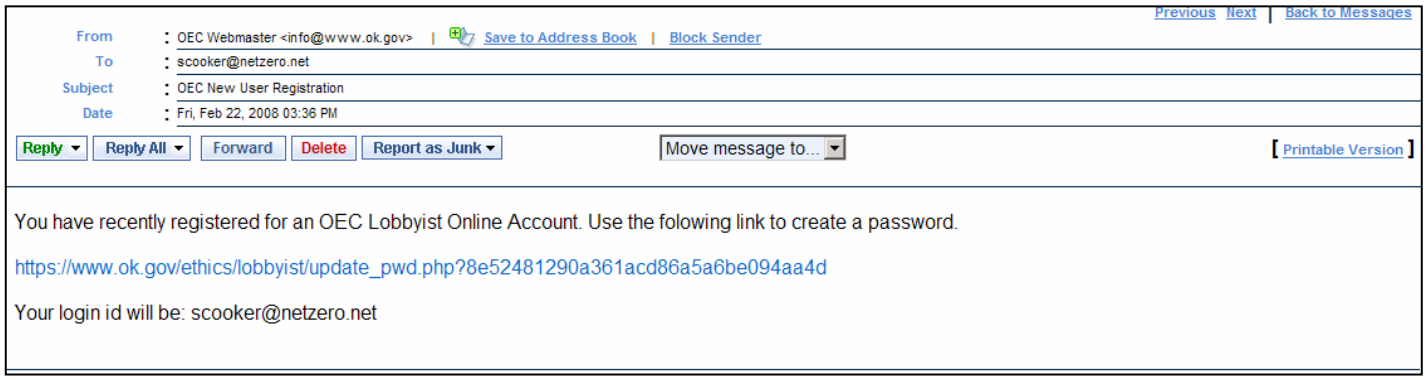


Step 3: Select the “Create a New Account” link and the screen below will appear. Enter your name, address, home phone, and email address. Select the ‘Register account’ button.

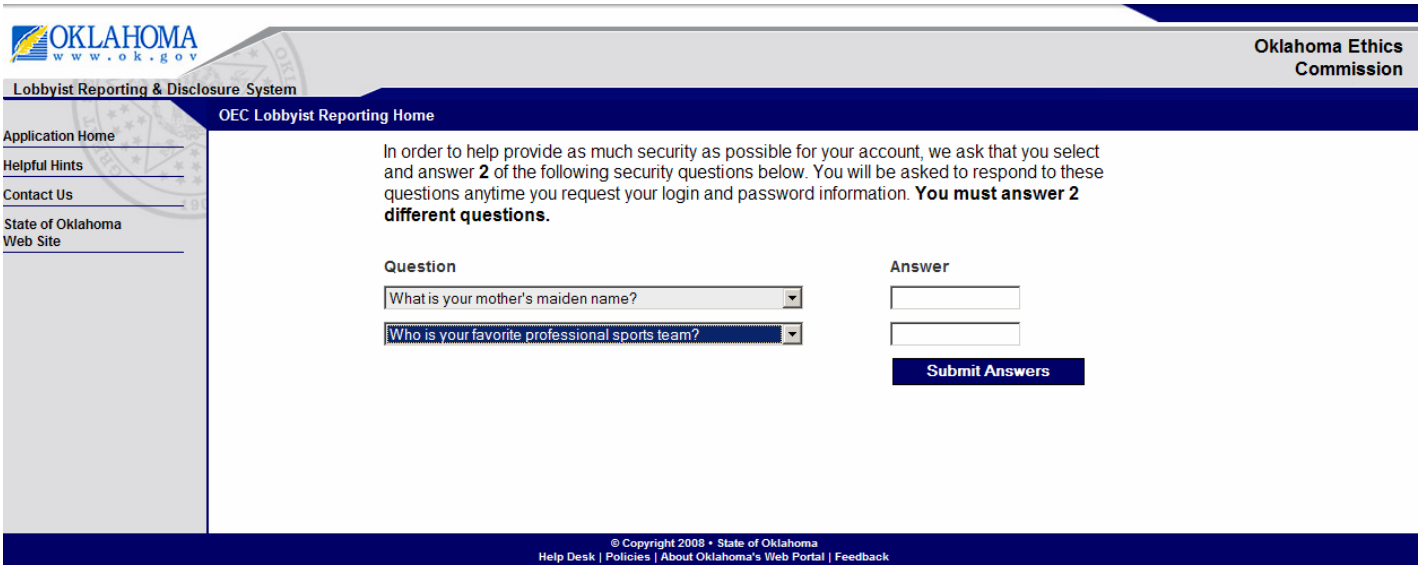


Step 4: You will receive the following screen advising you that an email has been sent to the email address you registered. You will need to login to your email account and check for an email from OEC Webmaster (info@www.ok.gov).

Step 5: Open the email, which will look similar to the email below. You must use the link included in the email to finish setting up your account.



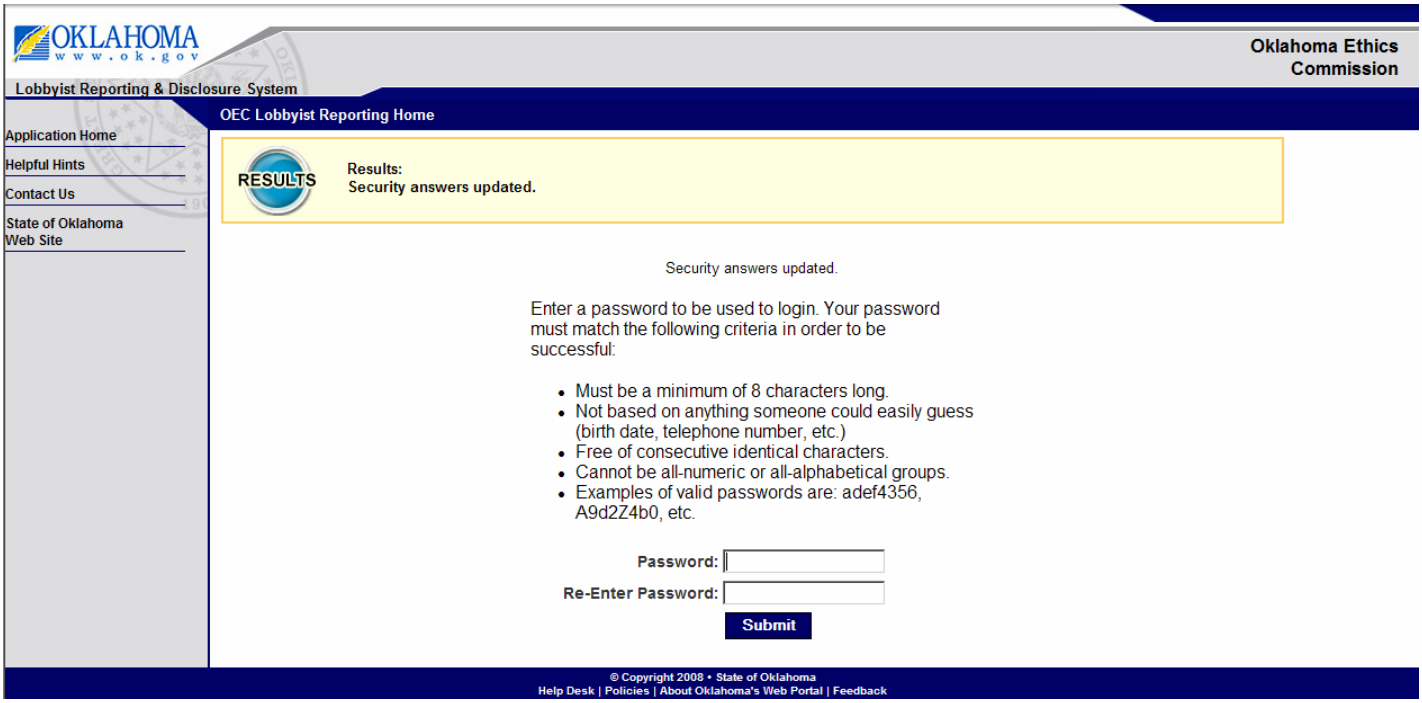
Step 6: Click on the link. The following page will appear prompting you to select and answer two security questions:



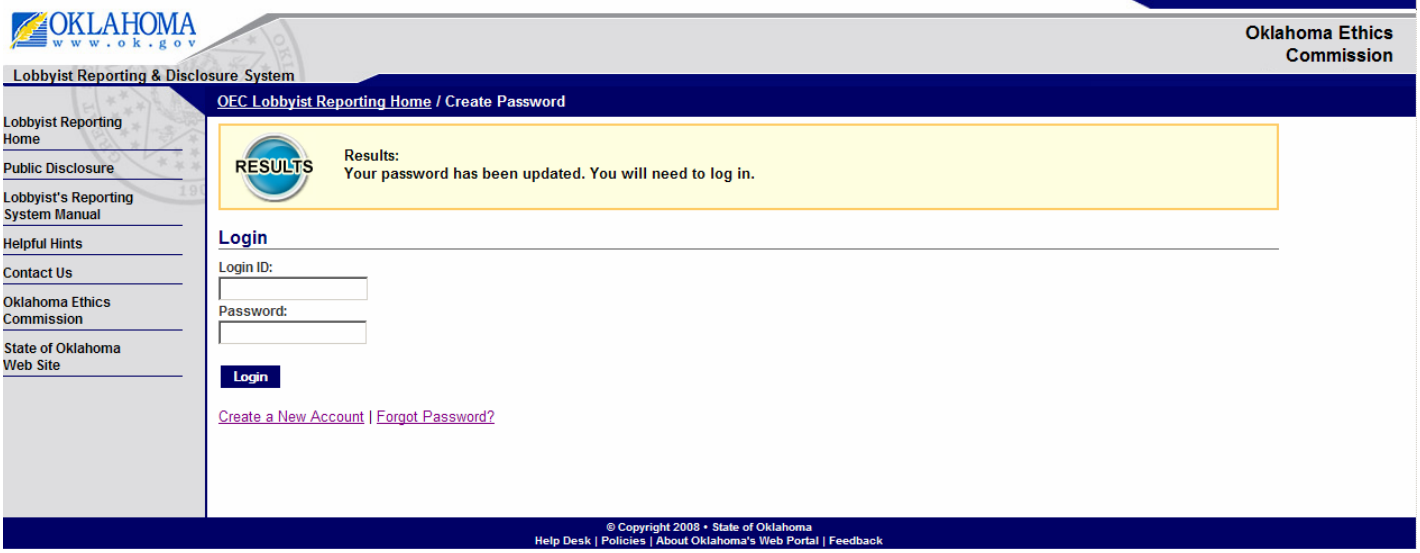
Step 7: At the next screen, you will be prompted to set up your Password. You will be required to reset your password every 90 days.

Your password must:

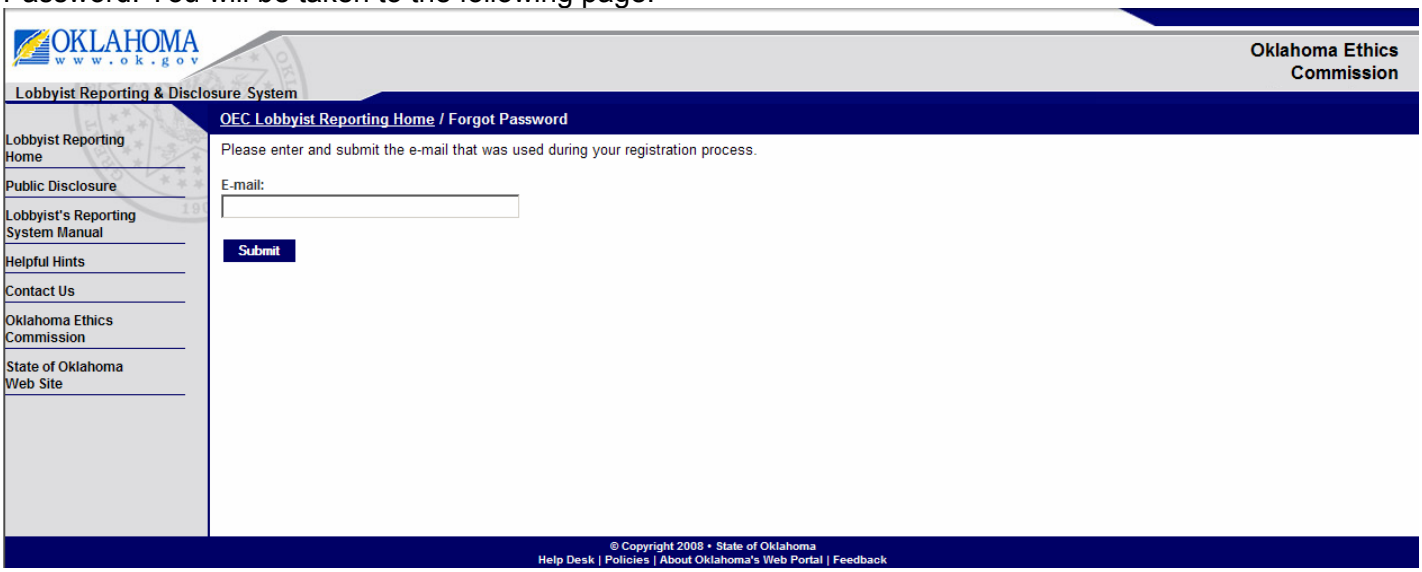
- Be a minimum of 8 characters and digits long.
- Not based on anything somebody could easily guess (birth date, telephone number, etc.).
- Be free of consecutive identical characters or digits.
- Not be all-numeric or all-alphabetical characters.
- An example of a valid password is A9f3Z4b0
- Password **IS** case sensitive



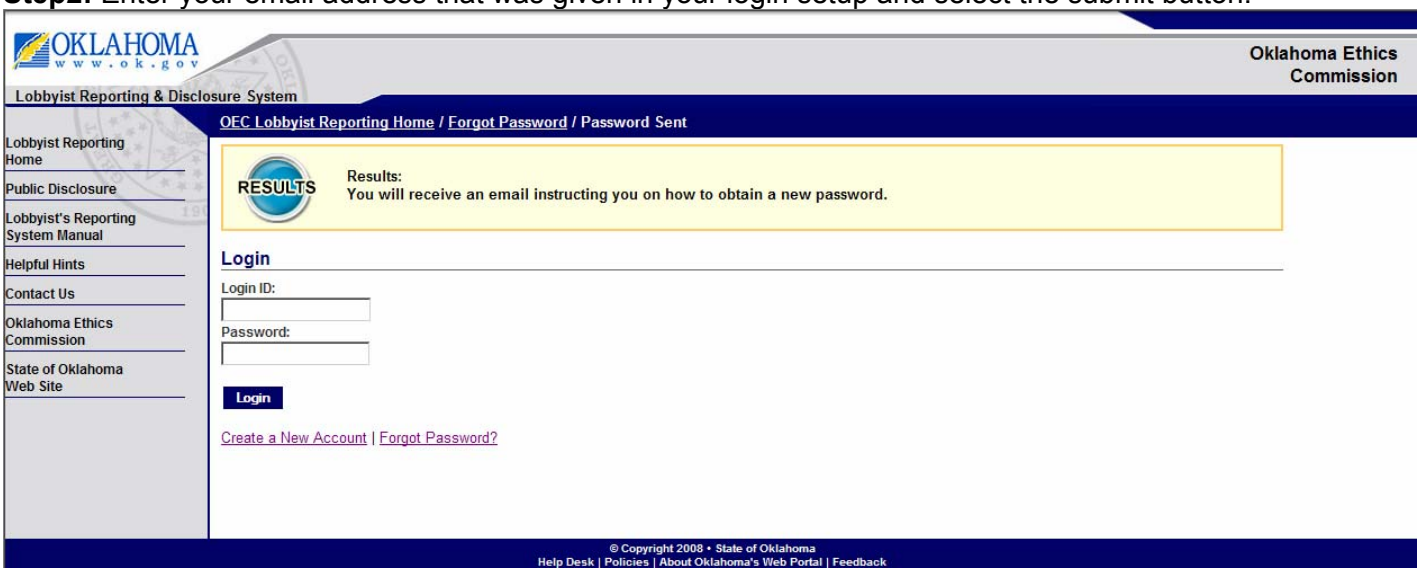
After setting up your password, you will automatically be taken back to the login page:



Step 1: If you have forgotten your password, from the login screen click on the link that says Forgot Password. You will be taken to the following page:

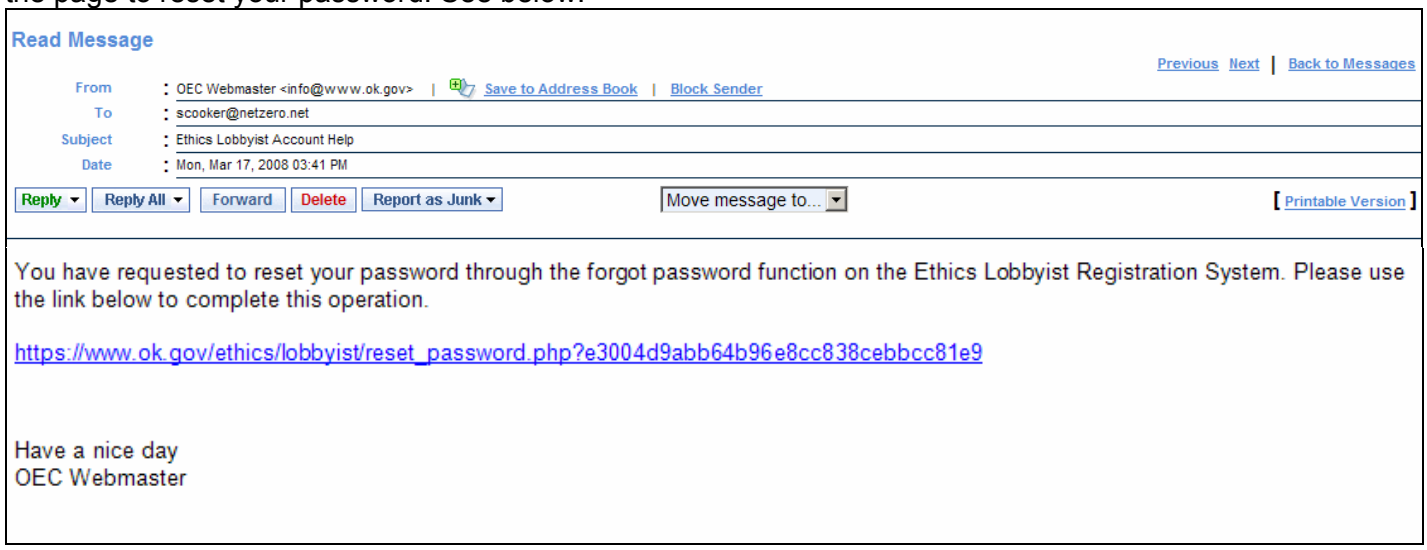


Step2: Enter your email address that was given in your login setup and select the submit button.

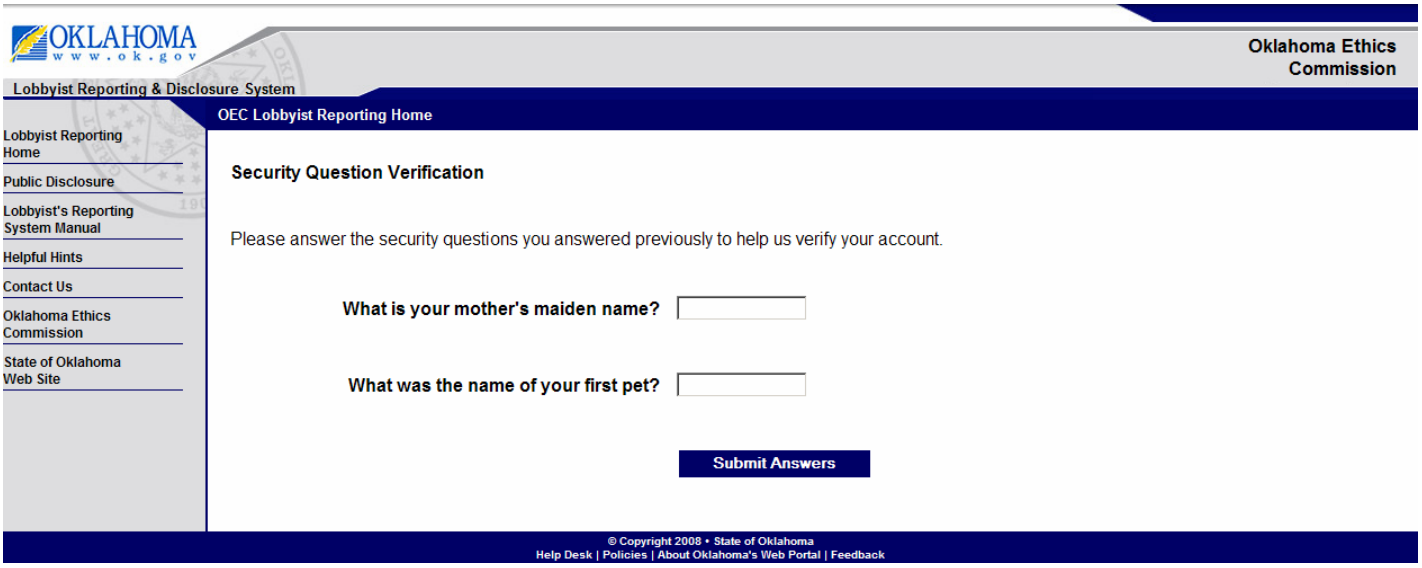


The following page will appear:

Step3: You will receive an email with a link to reset your password. Use the link in the email to be taken to the page to reset your password. See below:



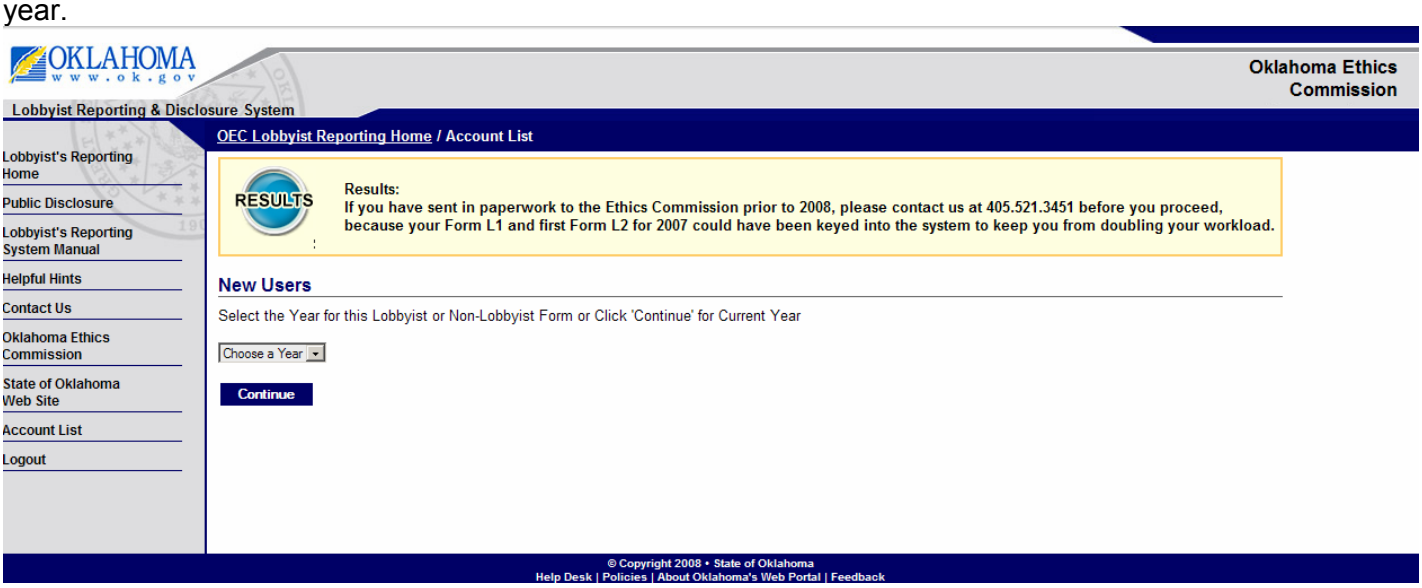
Step 4: You will first be prompted to answer the security questions exactly the way you answered them in setting up your account.



Step 5: You will then be prompted to setup a new password. Please note you cannot use a password that has been used for this account during the past year.

A confirmation will be shown that you have successfully set a new password:

The first time you login, you will see a message asking you to call the Ethics Commission if you have previously filed paper reports with them. This is to make sure you do not duplicate work that the Ethics Commission has entered for you and to keep from having multiple Ethics Lobbyist numbers for the same year.

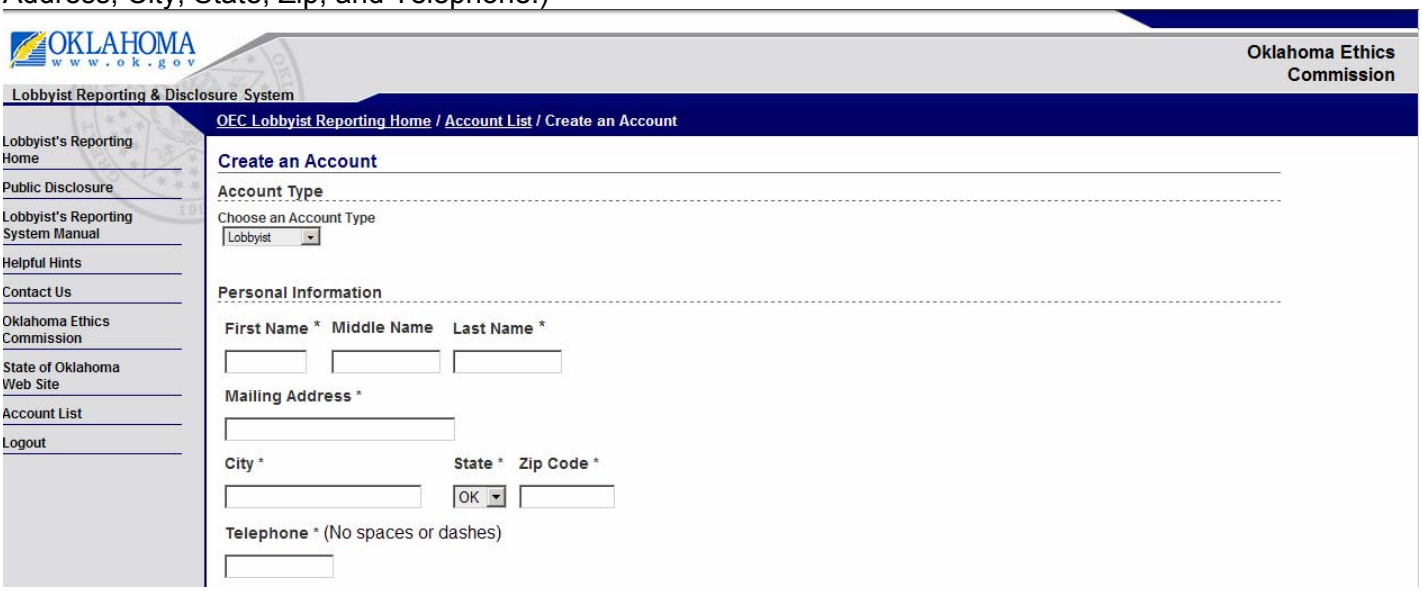


If you have filed paper reports before, please call the Ethics commission. They will ask for your email address and set your account up so that you are reporting on the correct Ethics Lobbyist Number.

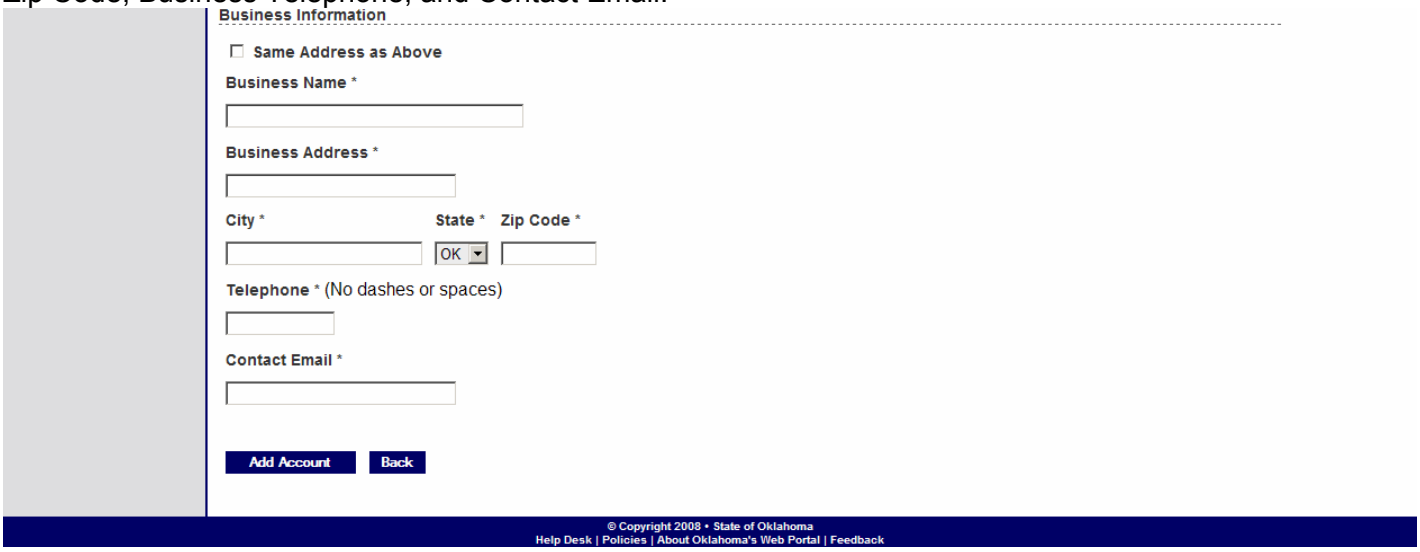
If you are a brand new lobbyist:

Step 1: Select a year in the drop down (shown above) for which you are registering:

Step 2: You will be required to select whether you are a Lobbyist or a Non-Lobbyist and report personal and Business Information. Fields with an asterisk beside them are required (First Name, Last Name, Mailing Address, City, State, Zip, and Telephone.)

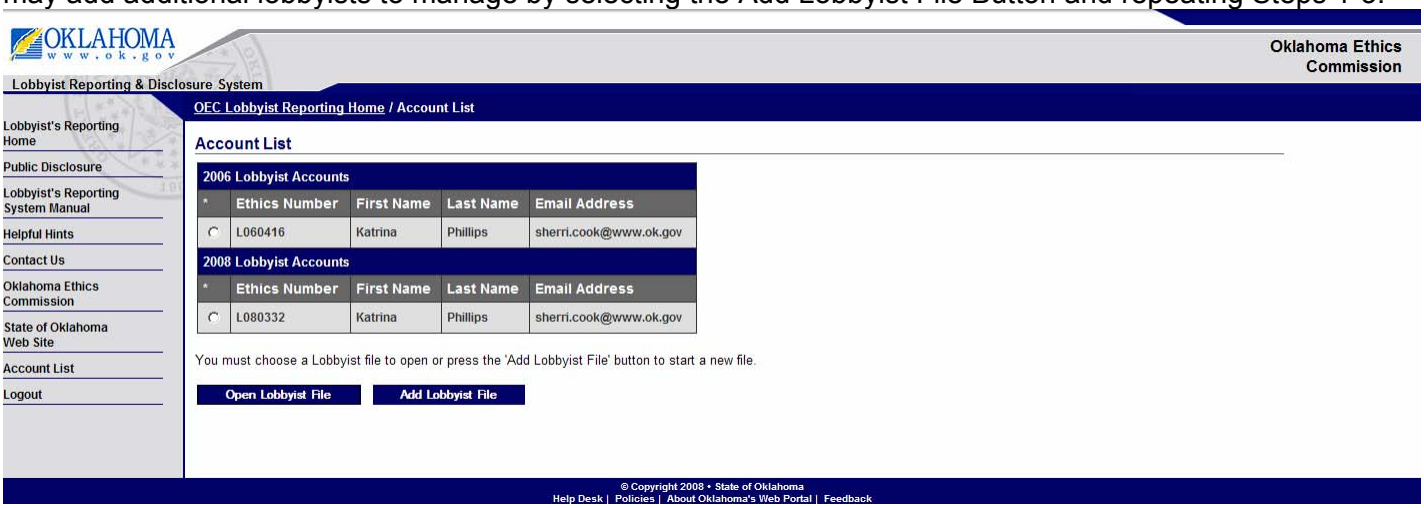


Additional fields are required if you are a Lobbyist, such as Business Name, Business Address, City, State, Zip Code, Business Telephone, and Contact Email.



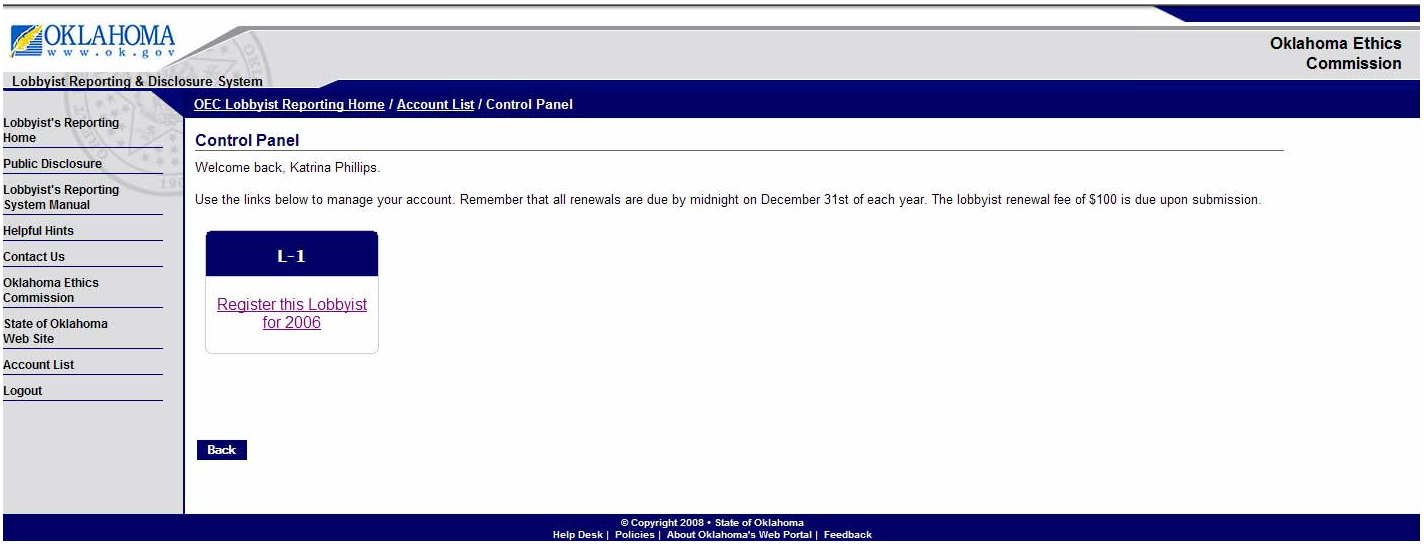
Step 3: Select the Add Account Button

The Account List screen (below) will now appear along with an Ethics Lobbyist Number for the Lobbyist/Non-Lobbyist previously entered. If you would like to use this login account to report for multiple lobbyists, you may add additional lobbyists to manage by selecting the Add Lobbyist File Button and repeating Steps 1-3.

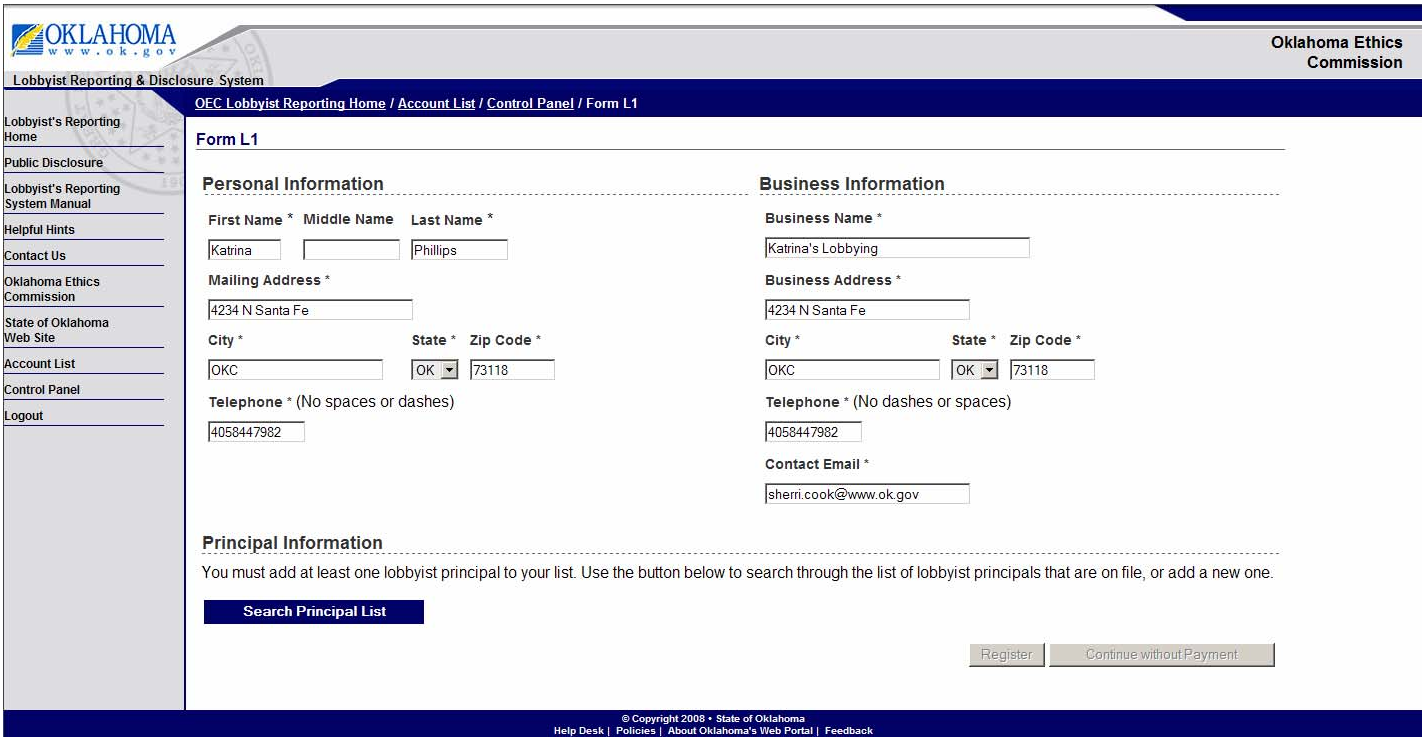


Select the radio button next to your Lobbyist Number and select Open Lobbyist File to work with the selected Lobbyist.

You must register a lobbyist each year before you can file reports. When you first login, you will see the screen below which prompts you to register your lobbyist account.



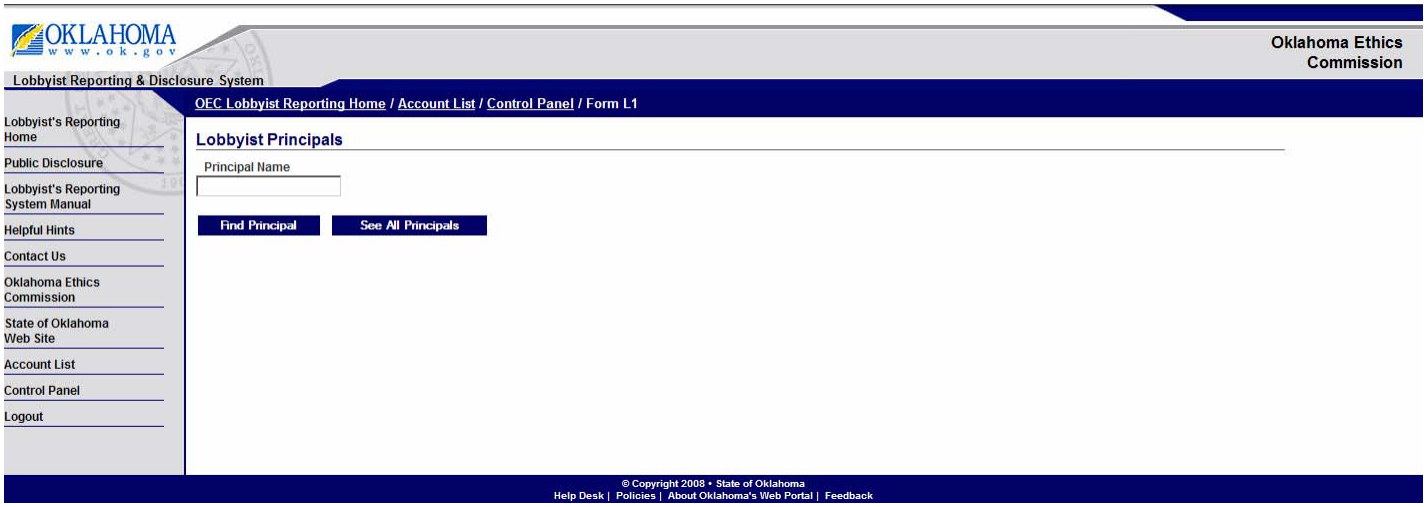
Step 1: Select the link to Register this lobbyist which will also begin filing your L-1.



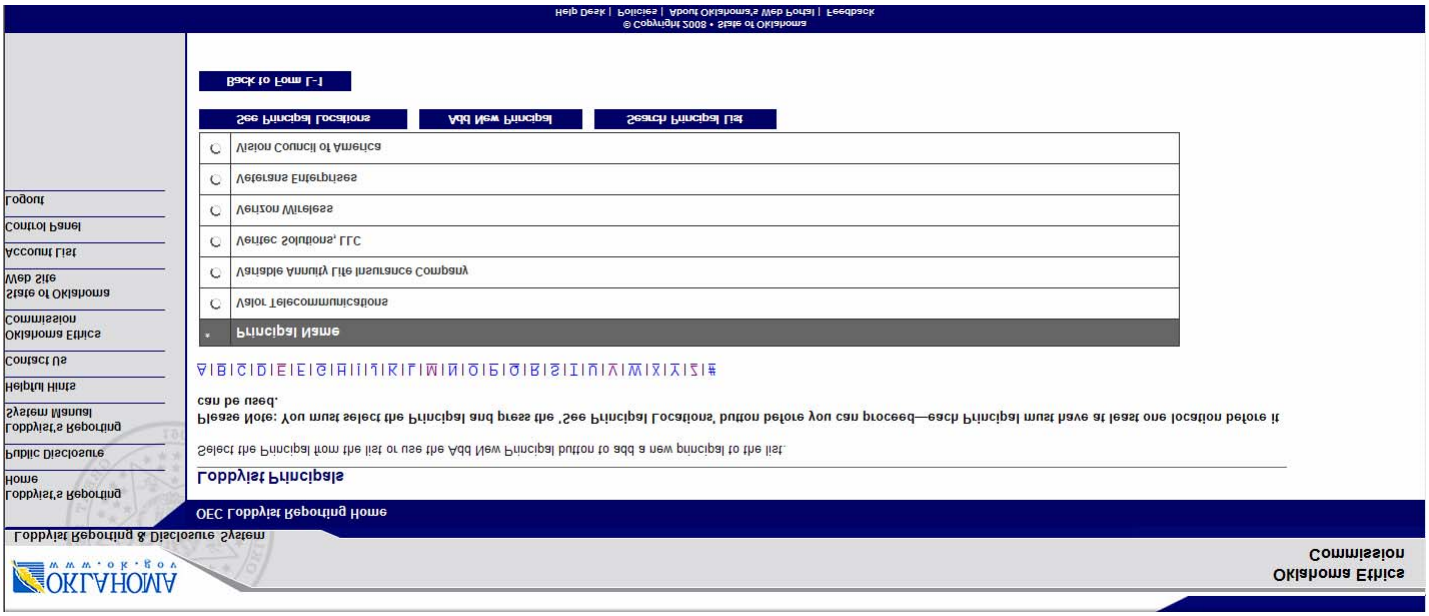
You can update your personal or business information at this time.

Step 2: You must select at least one Principal before you can complete your registration by using the Search Principal List button.

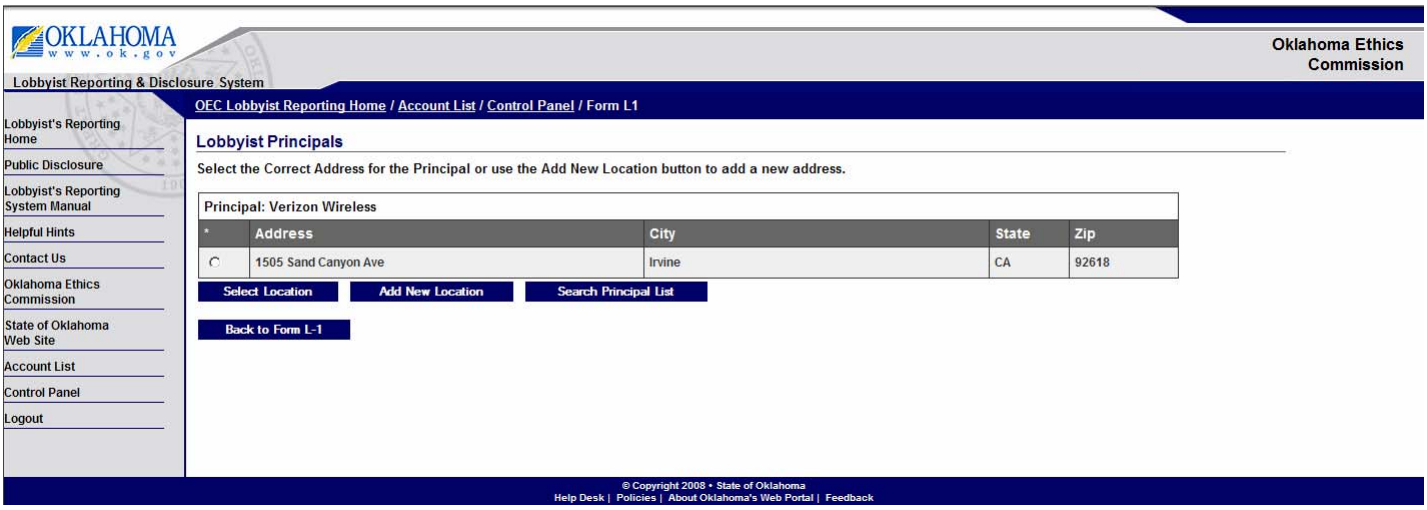
Step 3: You must first search to see if the Principal is already entered in the system. Enter the principal name that you would like to search for and select the Find Principal button.



The principals that match your search criteria will be displayed.

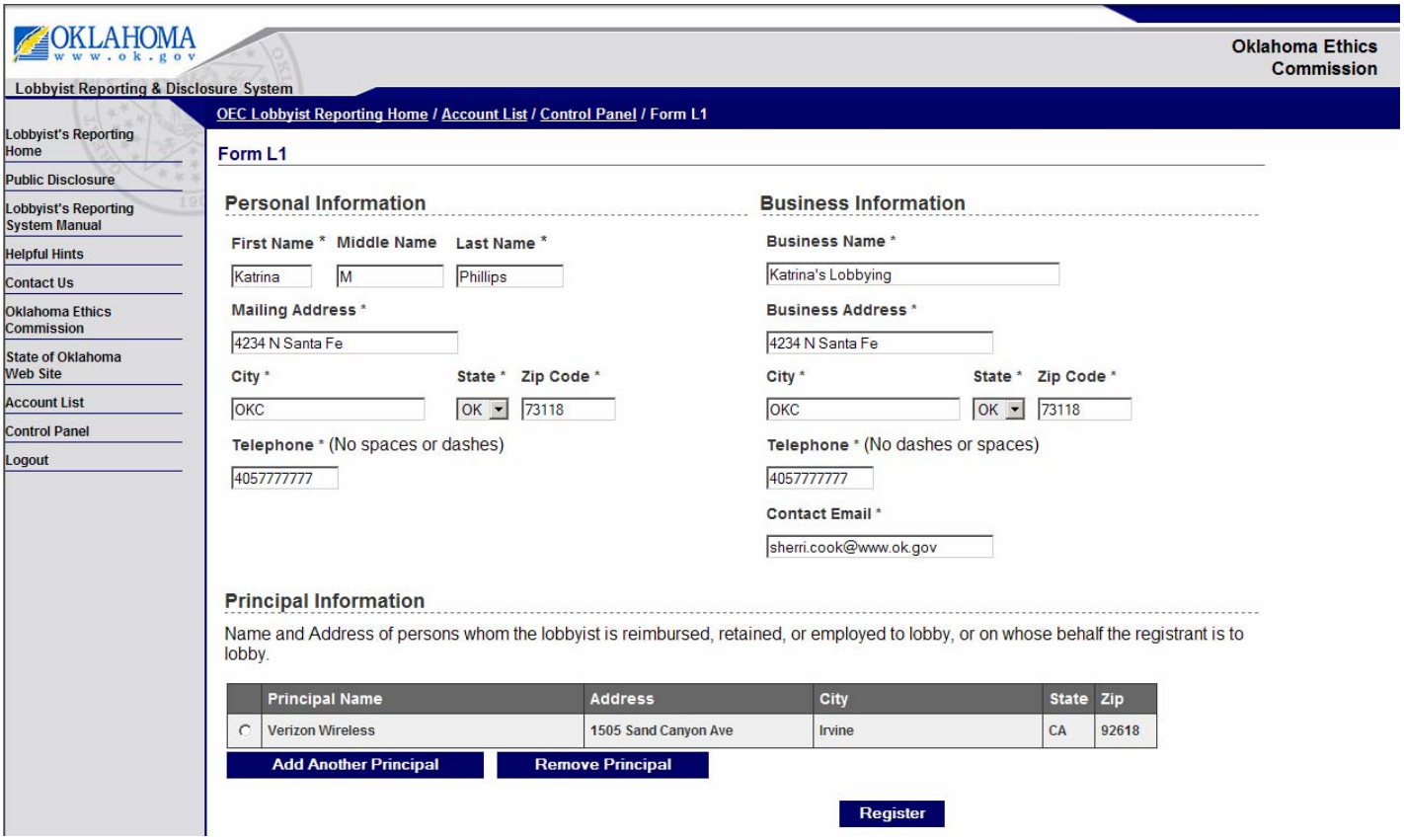


Step 4: You must then select the principal then select the See Principal Locations button to select the appropriation address for the principal.



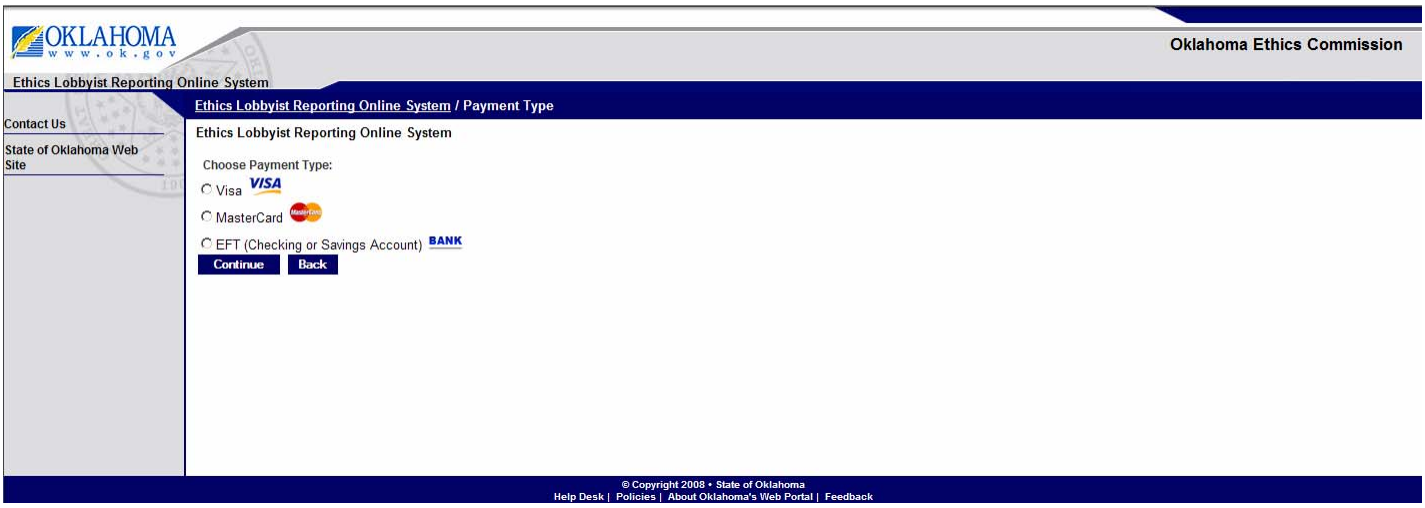
Step 5: Either select the address displayed if it is correct and select the Select Location button or select the Add New Location to add a new address.

Repeat these steps to add additional principals for the lobbyist.



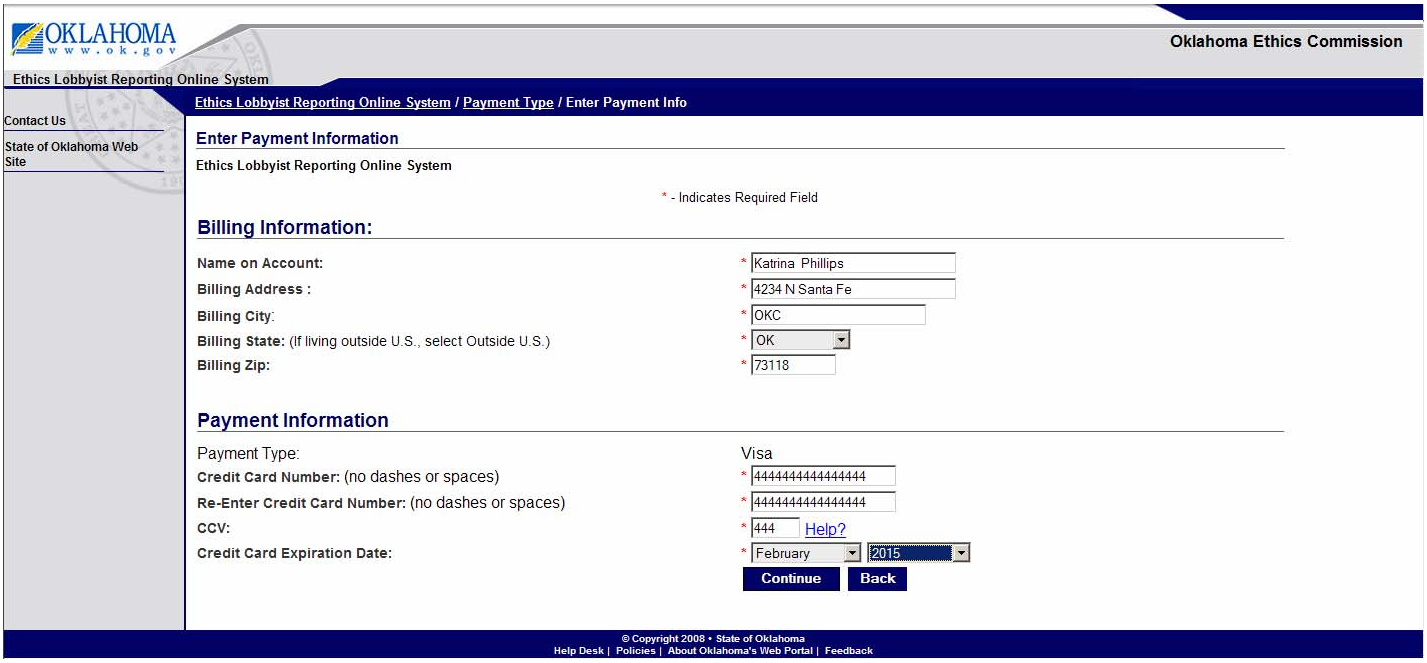
Step 6: Once all principals have been added for the lobbyist, select the Register button to continue with the lobbyist registration.

You will then be taken to the payment screen to pay for your registration.

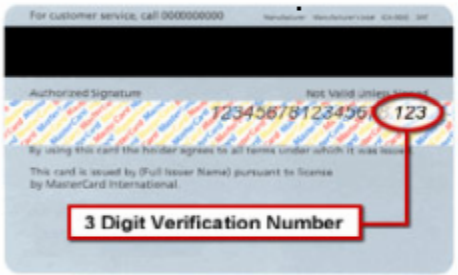


Step 7: Select Visa, MasterCard or EFT then select the Continue button. Different information is required depending on the payment selected.

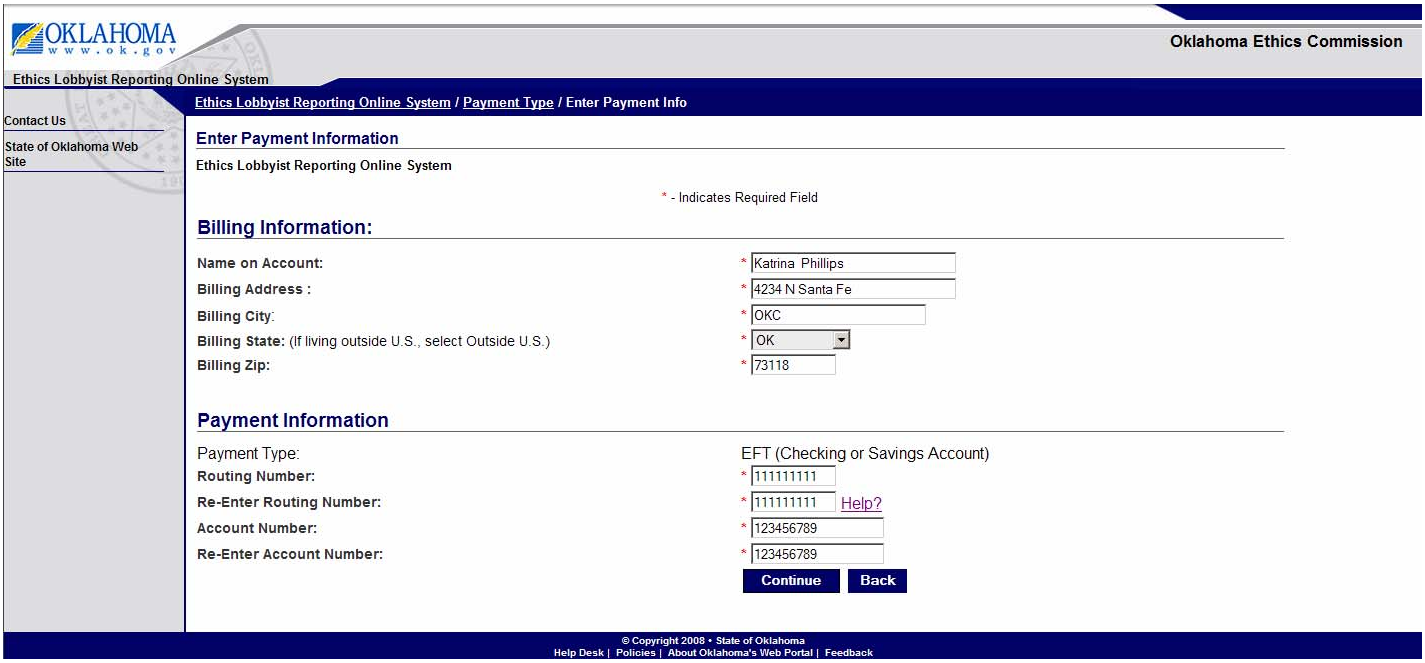
Credit Card Payment:



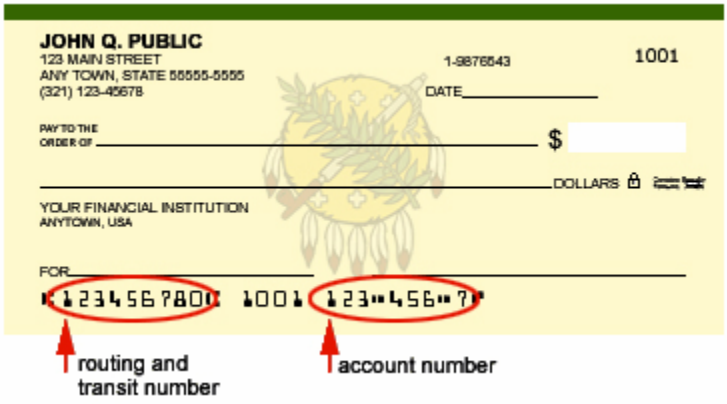
Your CCV number is a three digit number located on the back of most credit card types.



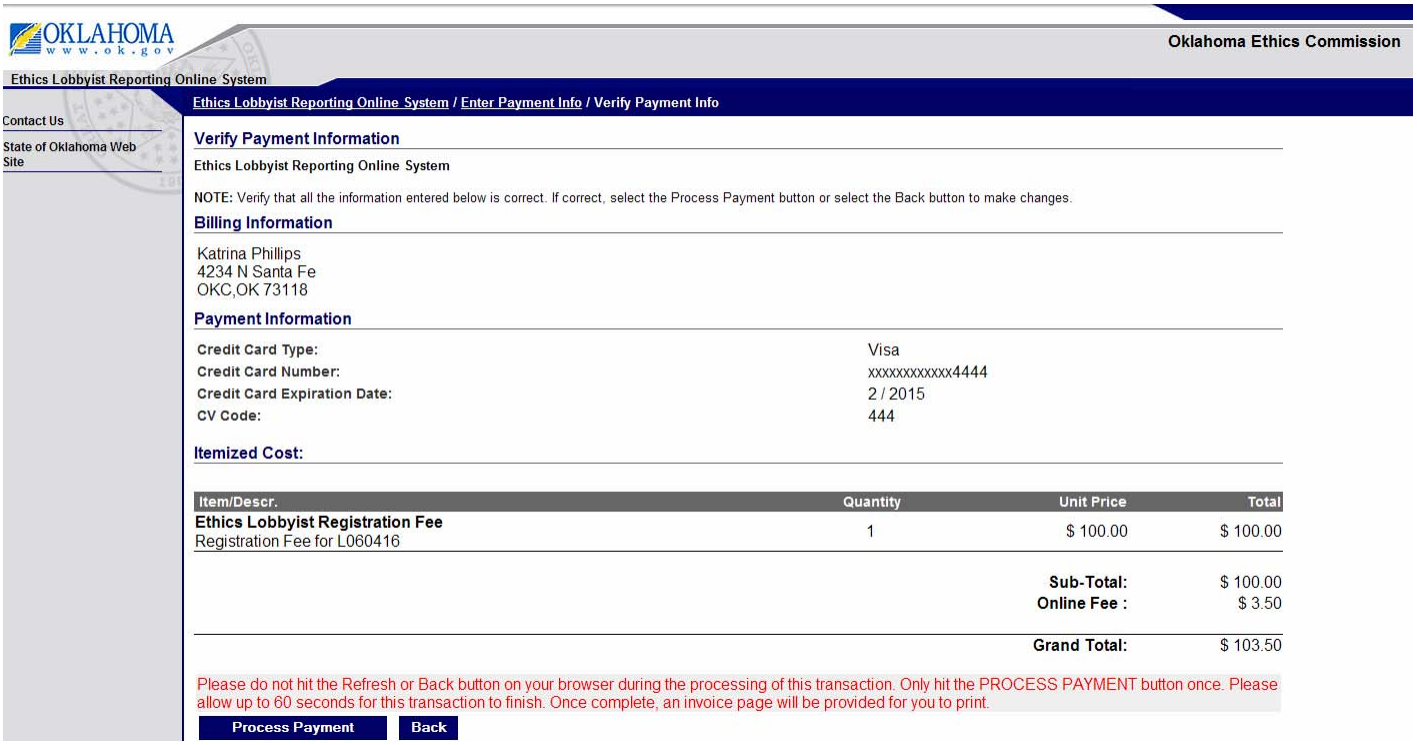
EFT Payment:



Your account and routing number can be found at the bottom part of your checks.

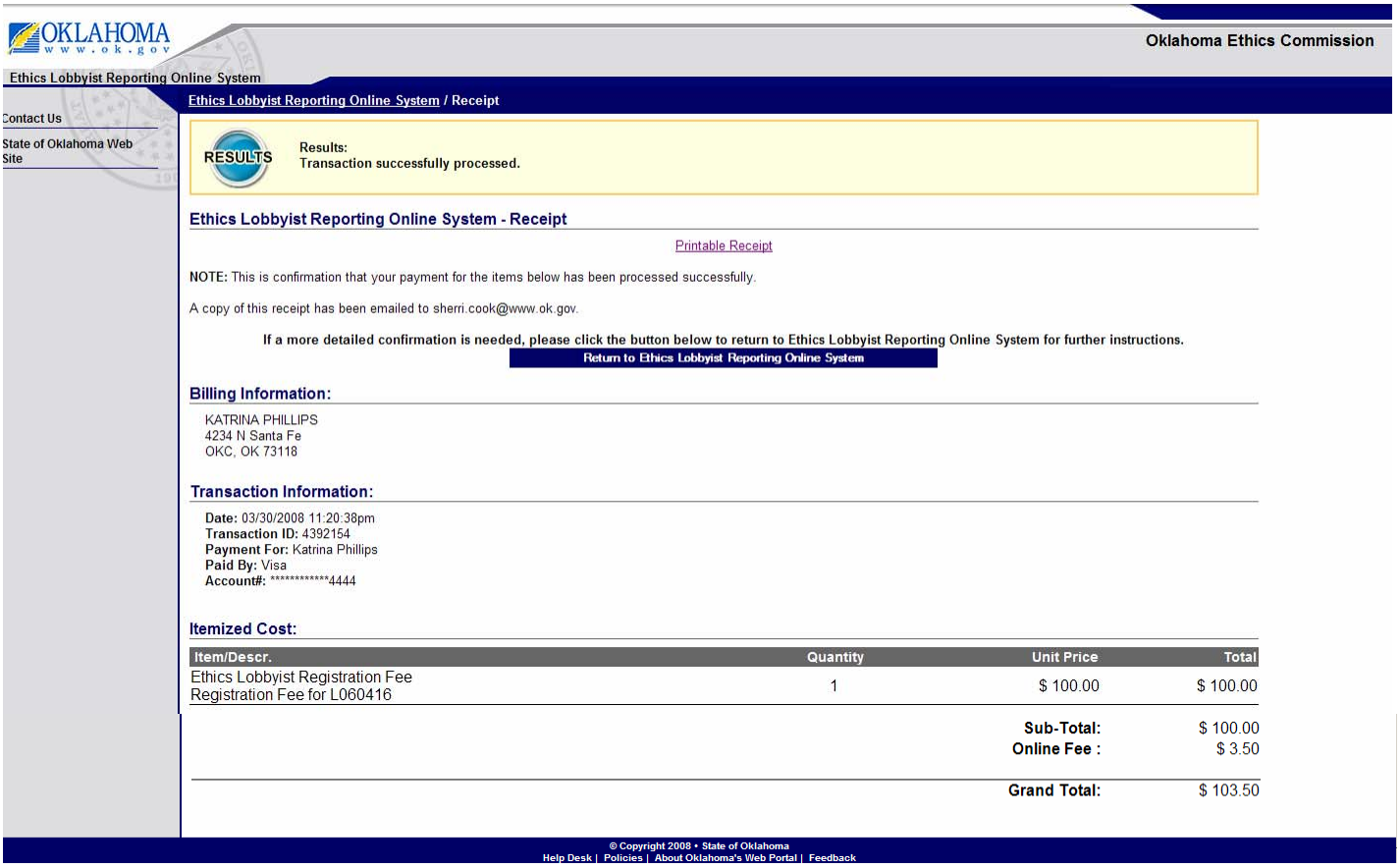


Verify Payment Information:



Review your payment information. If all is correct, then select the Process Payment button to process the payment.

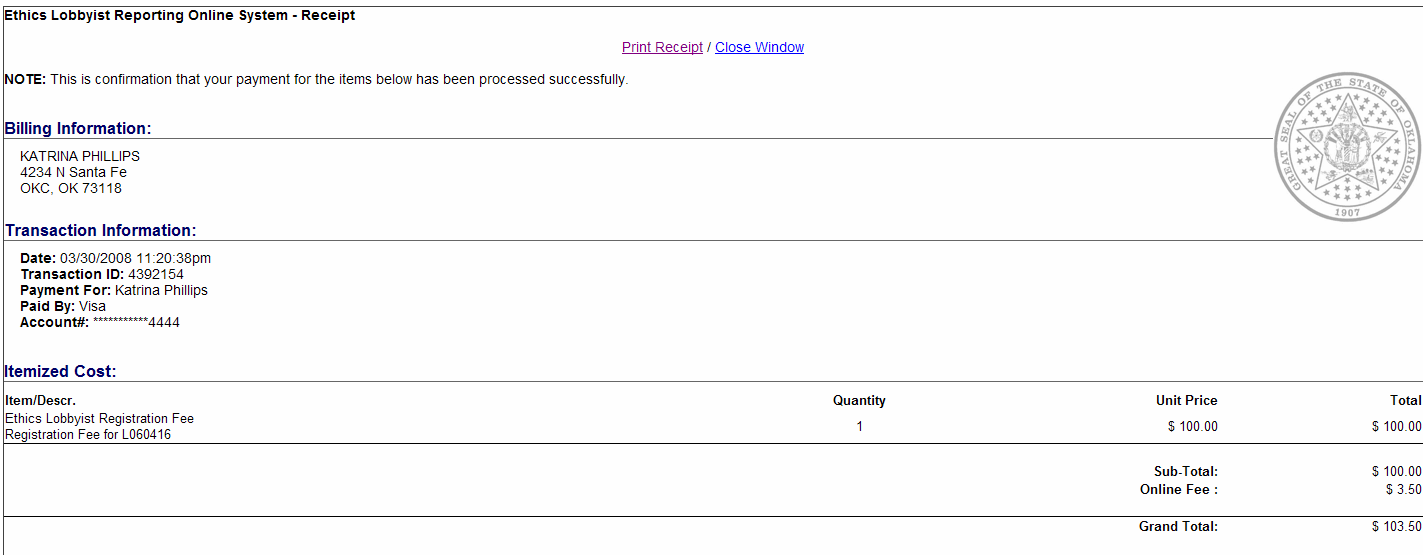
A successful payment will show that the transaction was successfully processed.



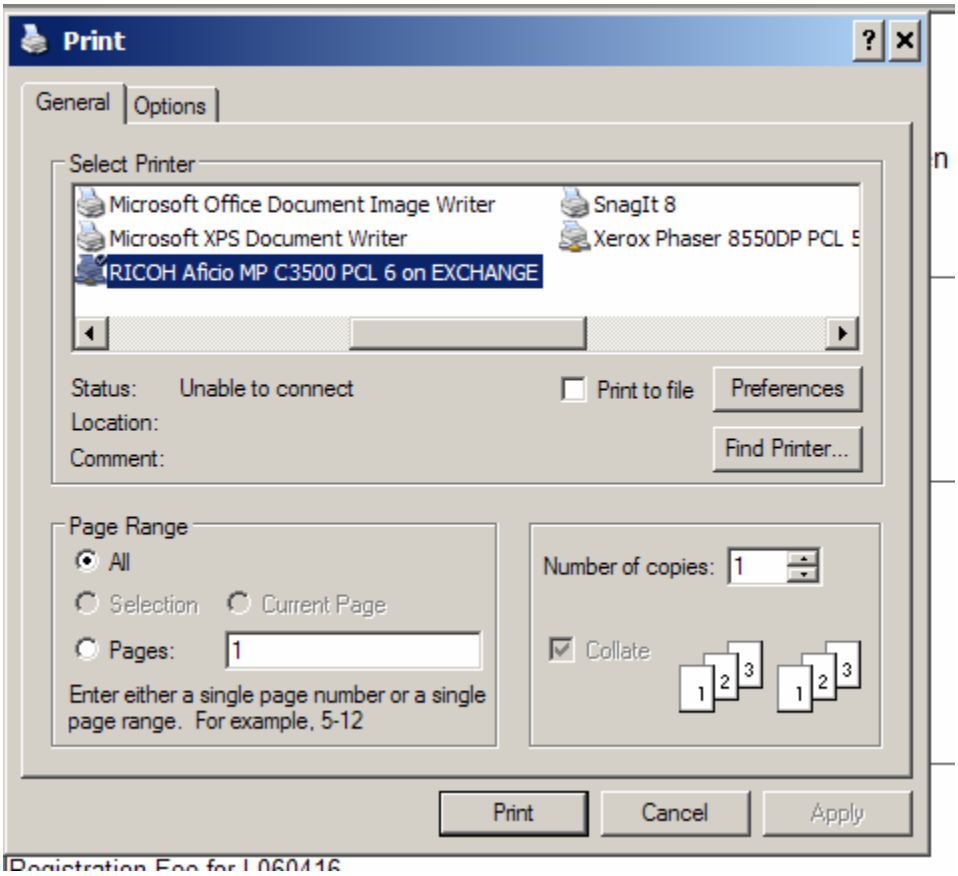
Also, a receipt will be automatically emailed to the email address associated with this lobbyist.

Print Receipt:

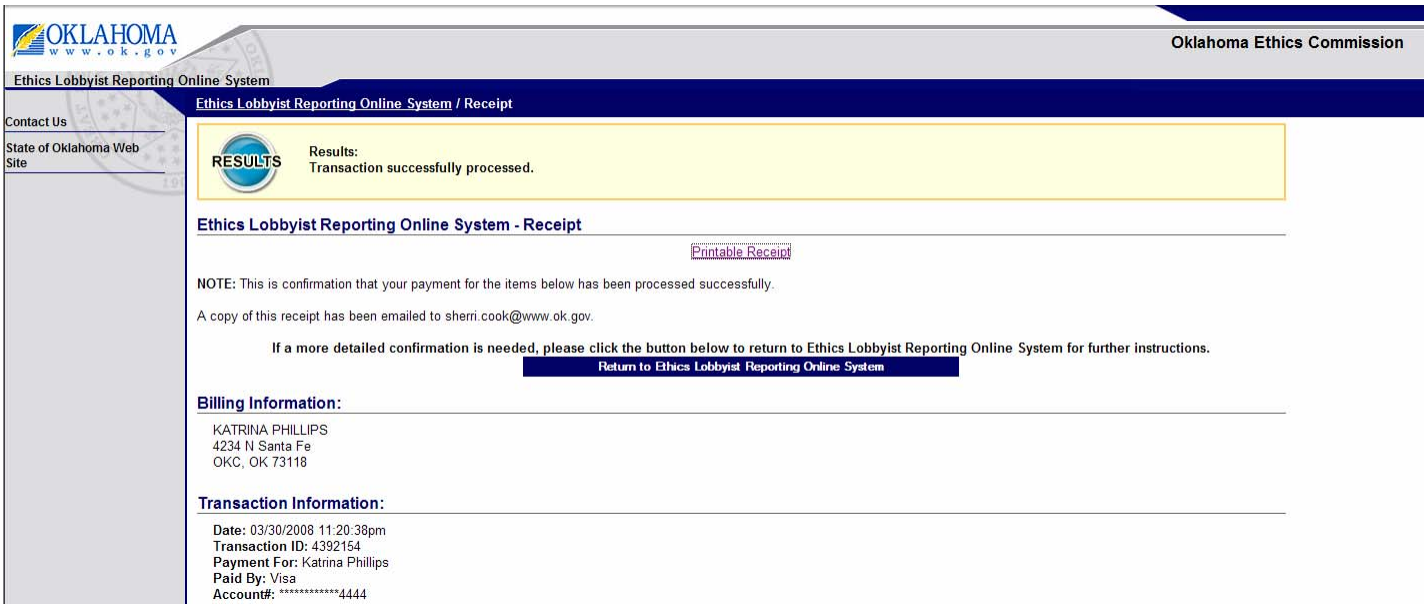
To print a receipt, select the Printable Receipt link which will open a printable receipt in a new window.



Click on the Print Receipt link in the middle of the page and you will be prompted to select your printer and select the Print button (see image below).

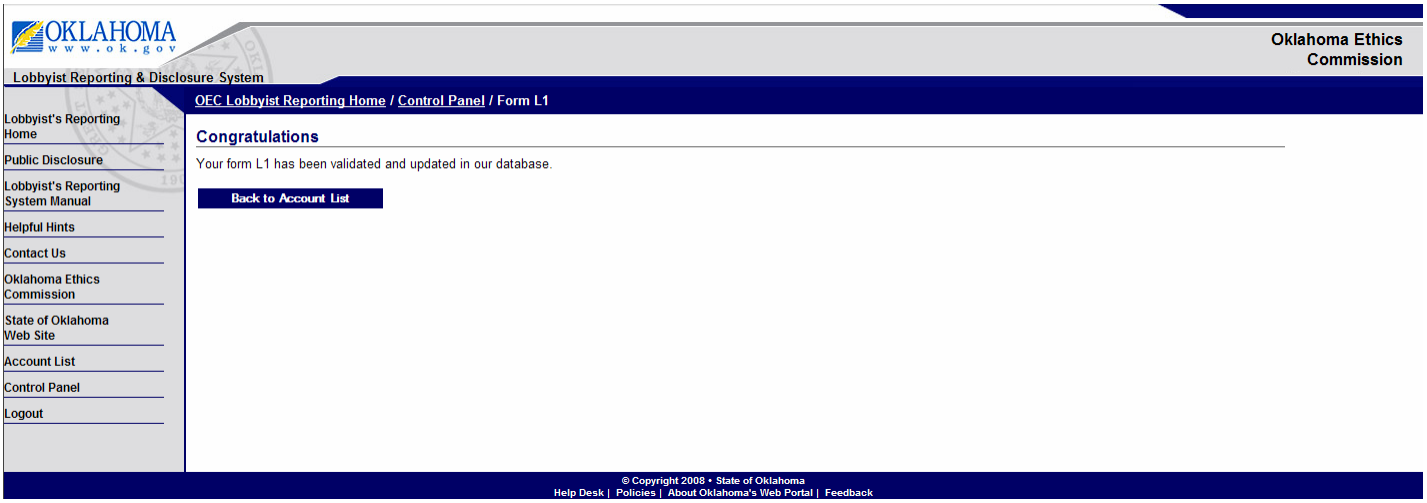


Once you have printed your receipt, select the link to close the window of the receipt. You should be returned to the window showing your payment confirmation.

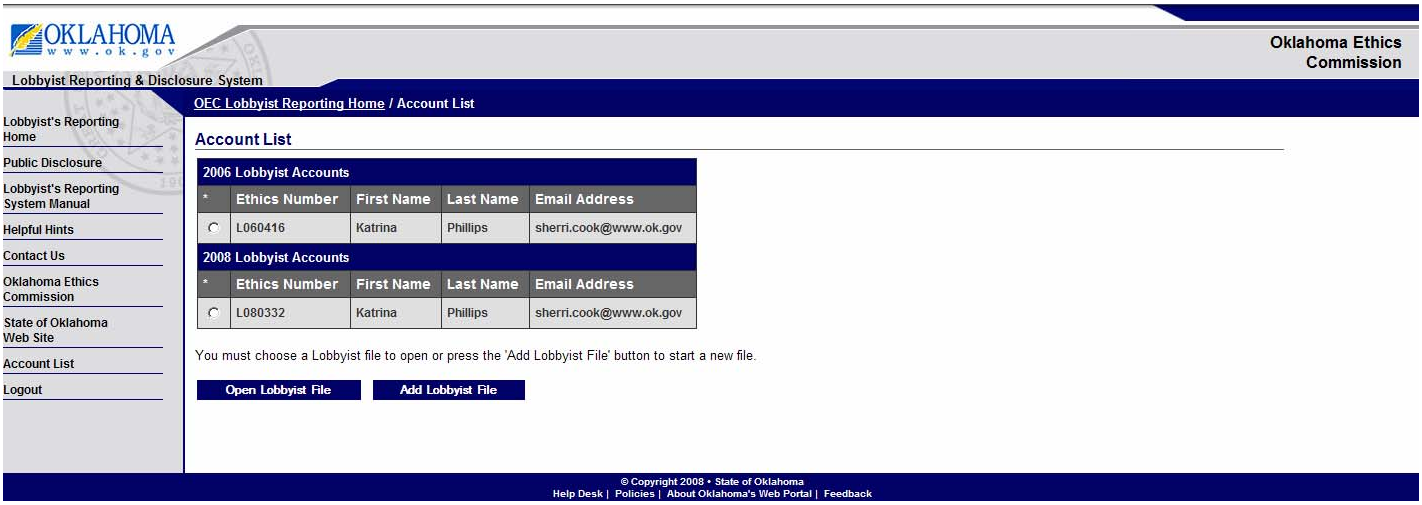


Select the button in the middle of the page to return to the Ethics Lobbyist Reporting Online System.

You will receive a confirmation that your L-1 has been validated and updated in the database.

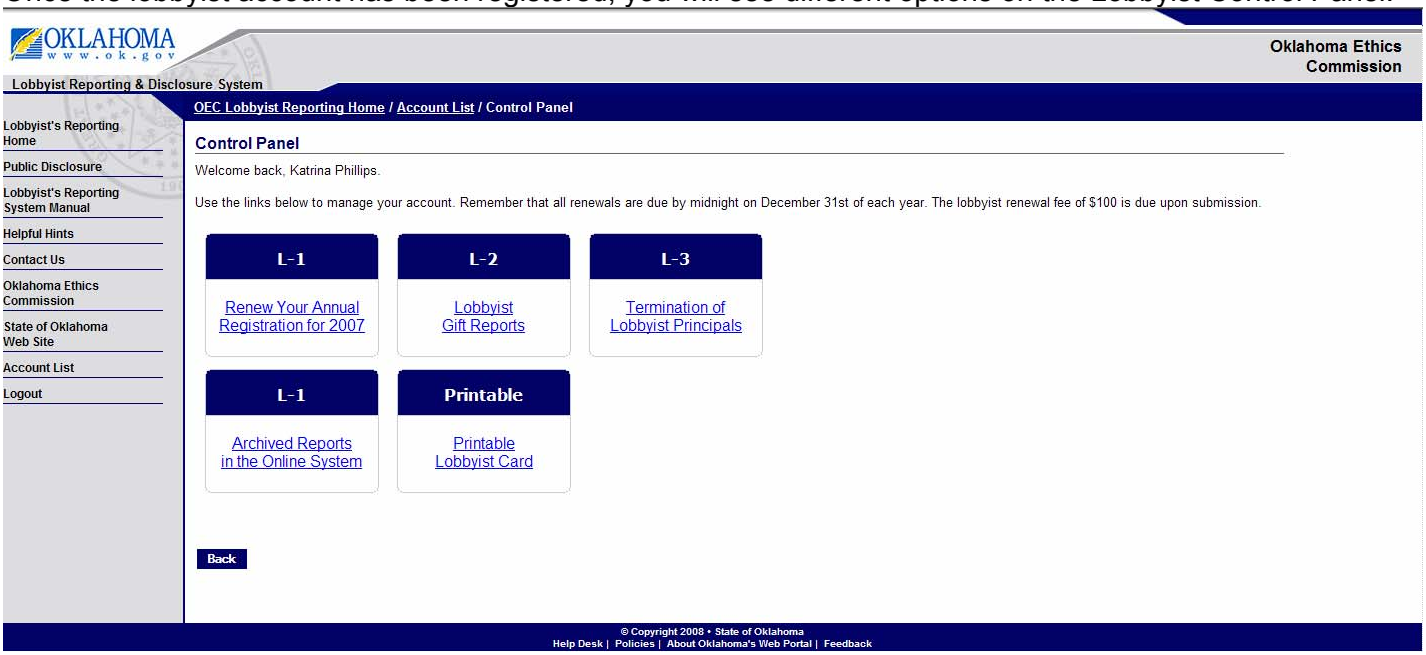


Select the Back to Account List



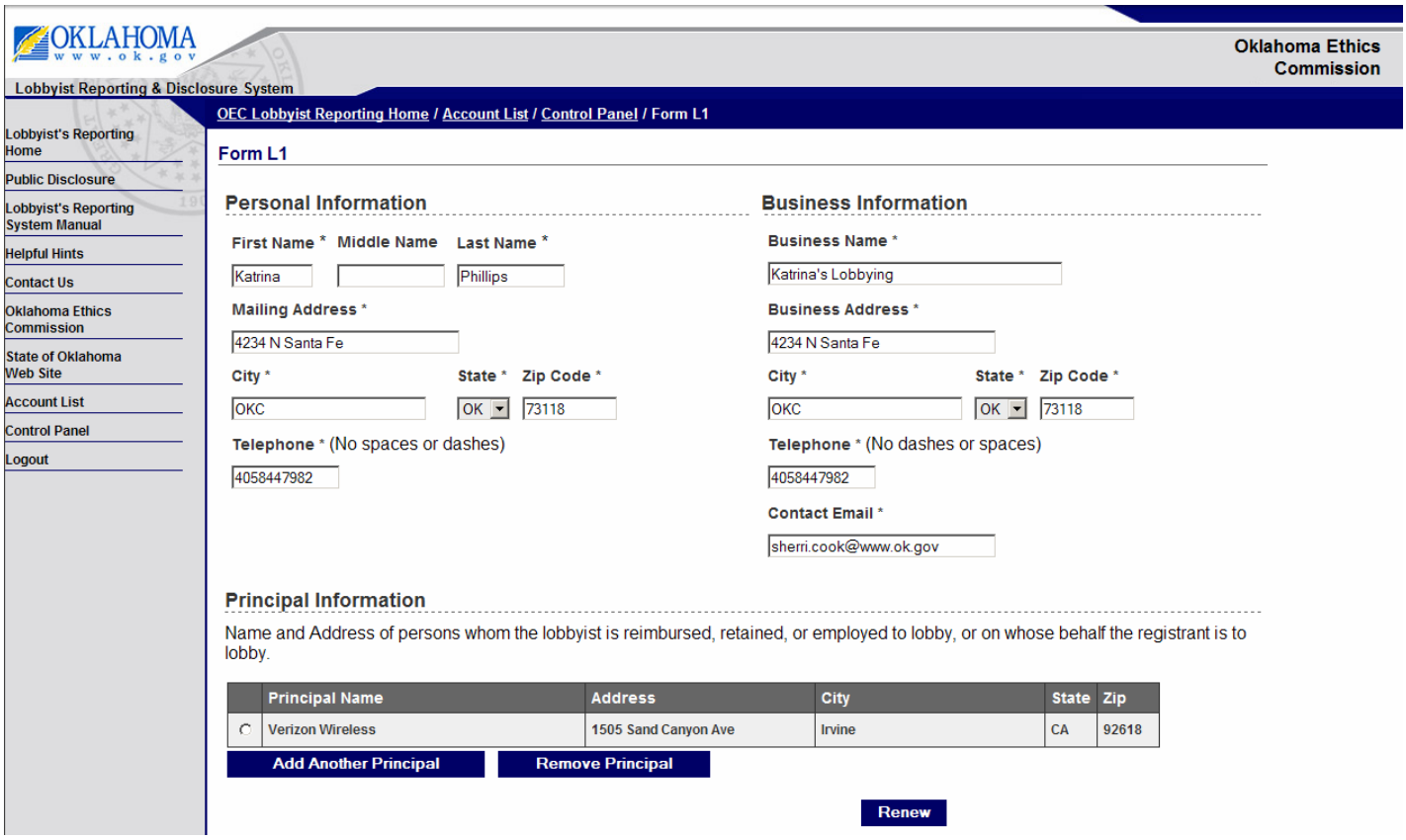
To enter additional information for this lobbyist, you must select the lobbyist account and select the Open Lobbyist File button.

Once the lobbyist account has been registered, you will see different options on the Lobbyist Control Panel.



Remember that all renewals are due by midnight on December 31st of each year. The lobbyist renewal fee of $100 is due upon submission.

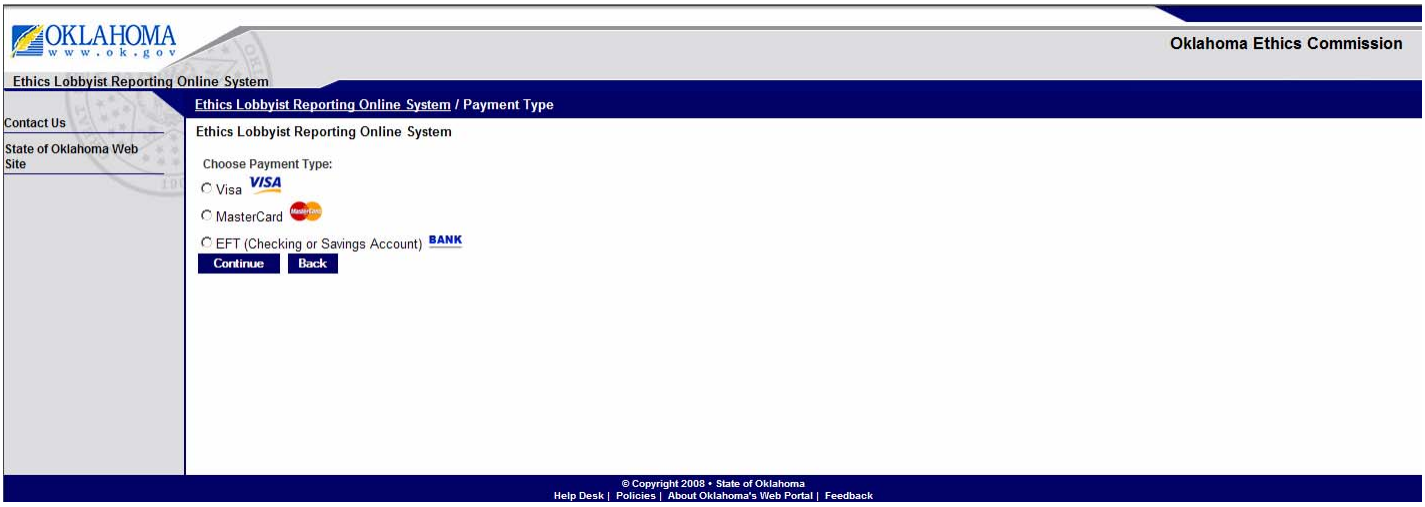
Step 1: From the Lobbyist Control Panel (above), select the link to Renew Your Annual Registration. **You will now see the screen below.**



Step 2: Update any information necessary including business name, addresses, telephone numbers, email address.

Step 3: Add or remove any principals necessary, then select the Renew button. This will take you to the Payment Screen.

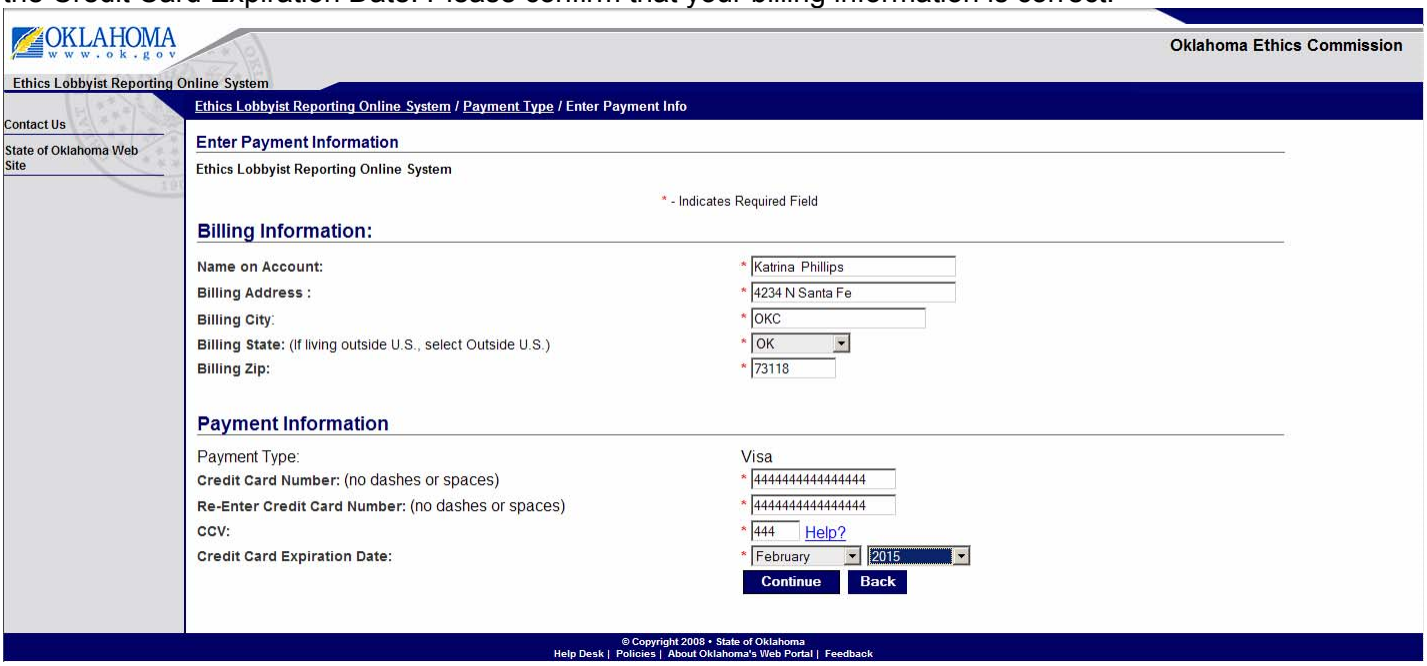
You will then be taken to the payment screen to pay for your registration.



Step 4: Select Visa, MasterCard or EFT then select the Continue button. Different information is required depending on the payment selected.

Credit Card Payment:

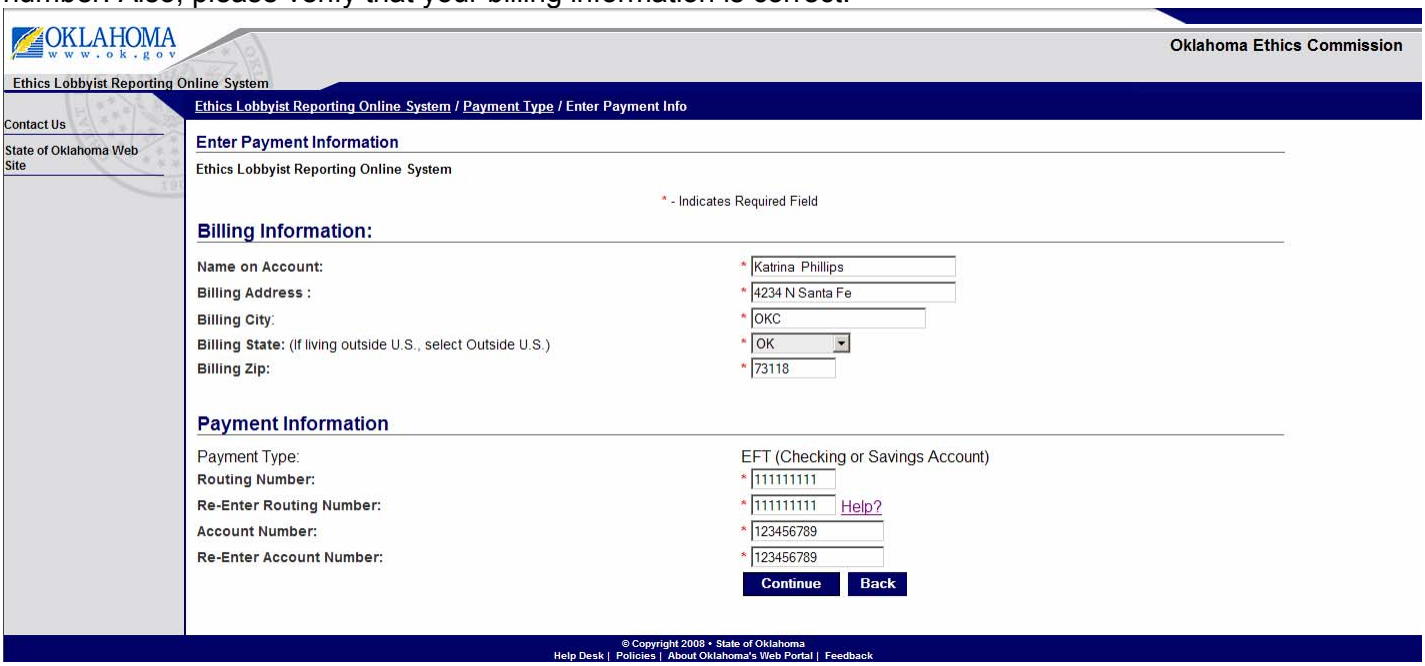
For a credit card payment, you are required to enter the Credit Card Number along with the CCV number and the Credit Card Expiration Date. Please confirm that your billing information is correct.



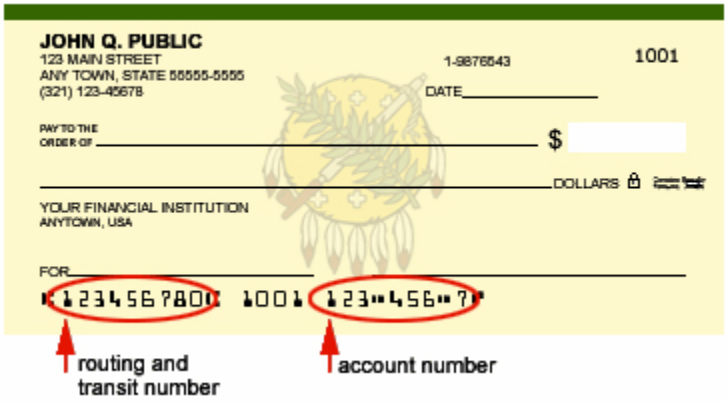
Your CCV number is a three digit number located on the back of most credit card types.

EFT Payment:

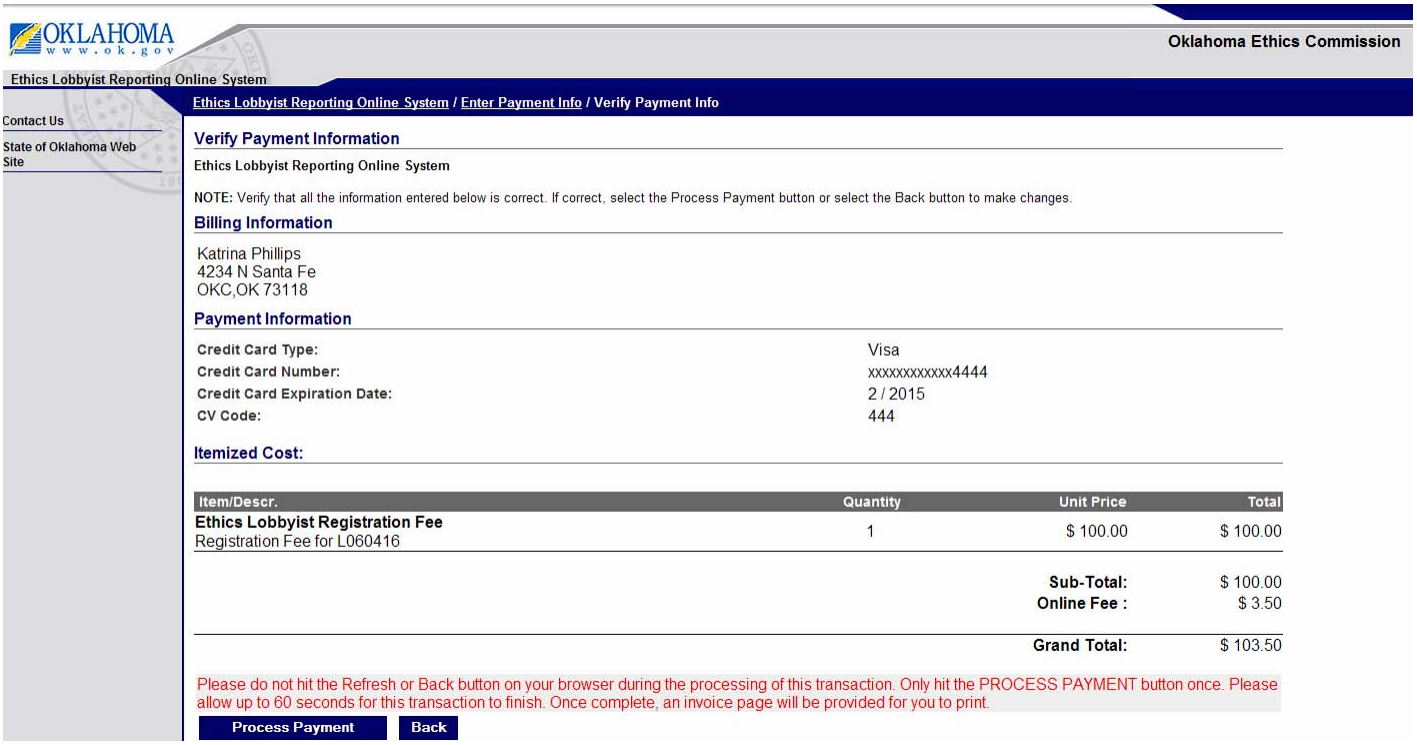
To pay via an EFT (Electronic Funds Transfer) payment, enter your bank's routing number and your account number. Also, please verify that your billing information is correct.



Your account and routing number can be found at the bottom part of your checks.

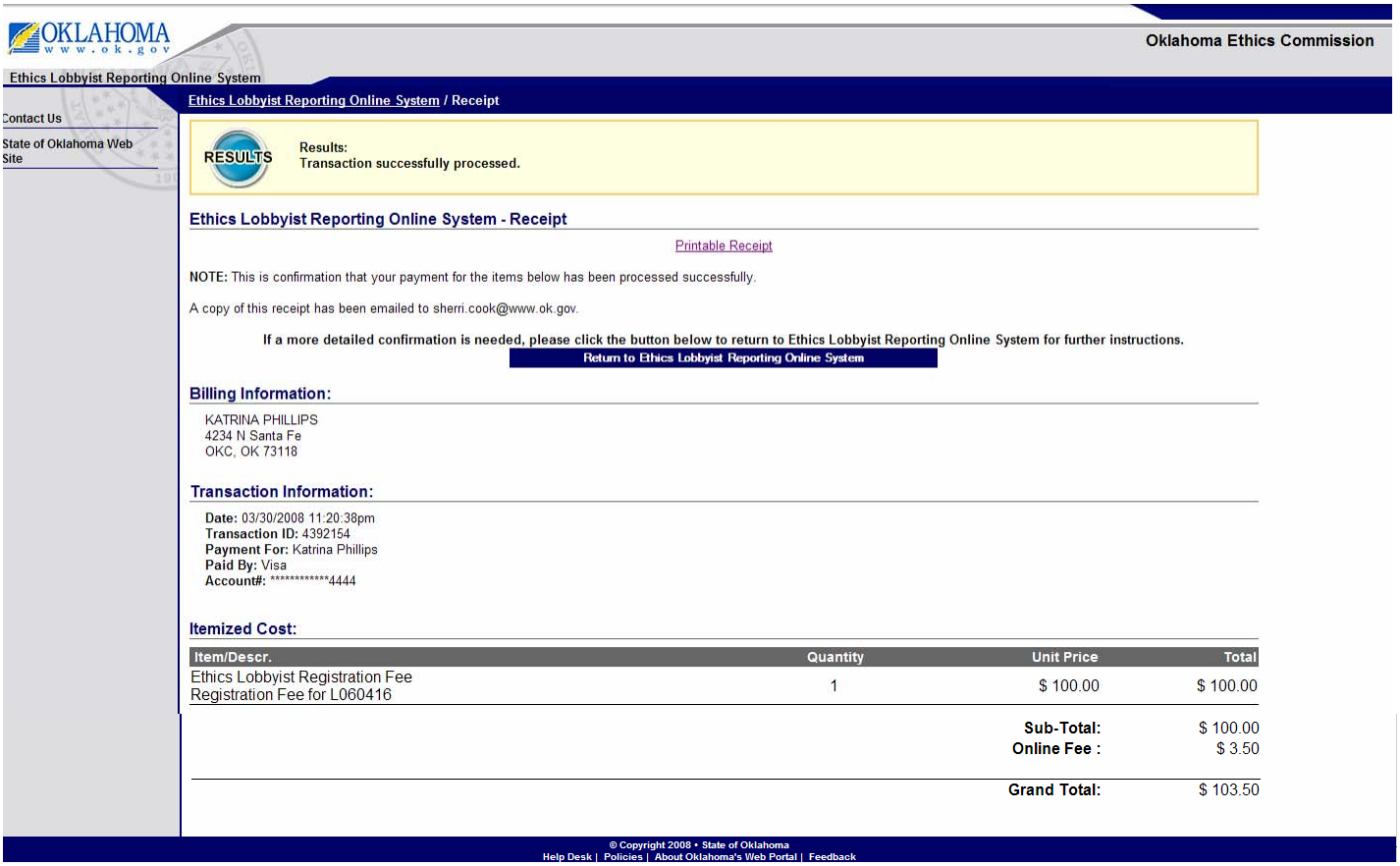


Verify Payment Information:



Review your payment information. If all is correct, then select the Process Payment button to process the payment.

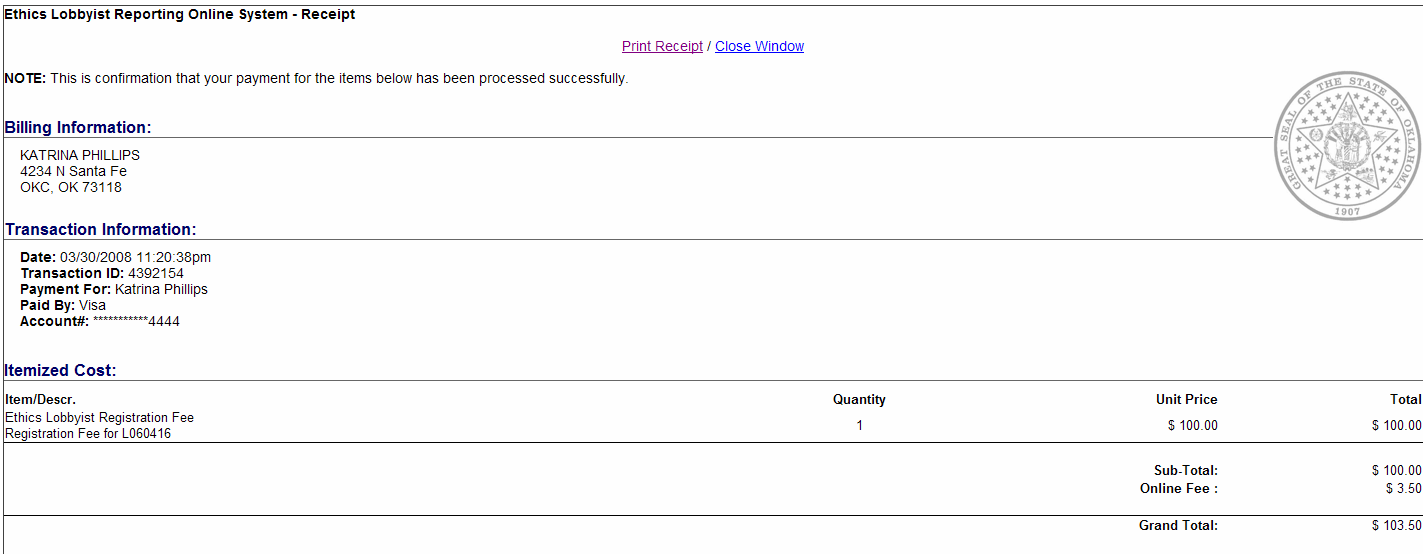
A successful payment will show that the transaction was successfully processed.



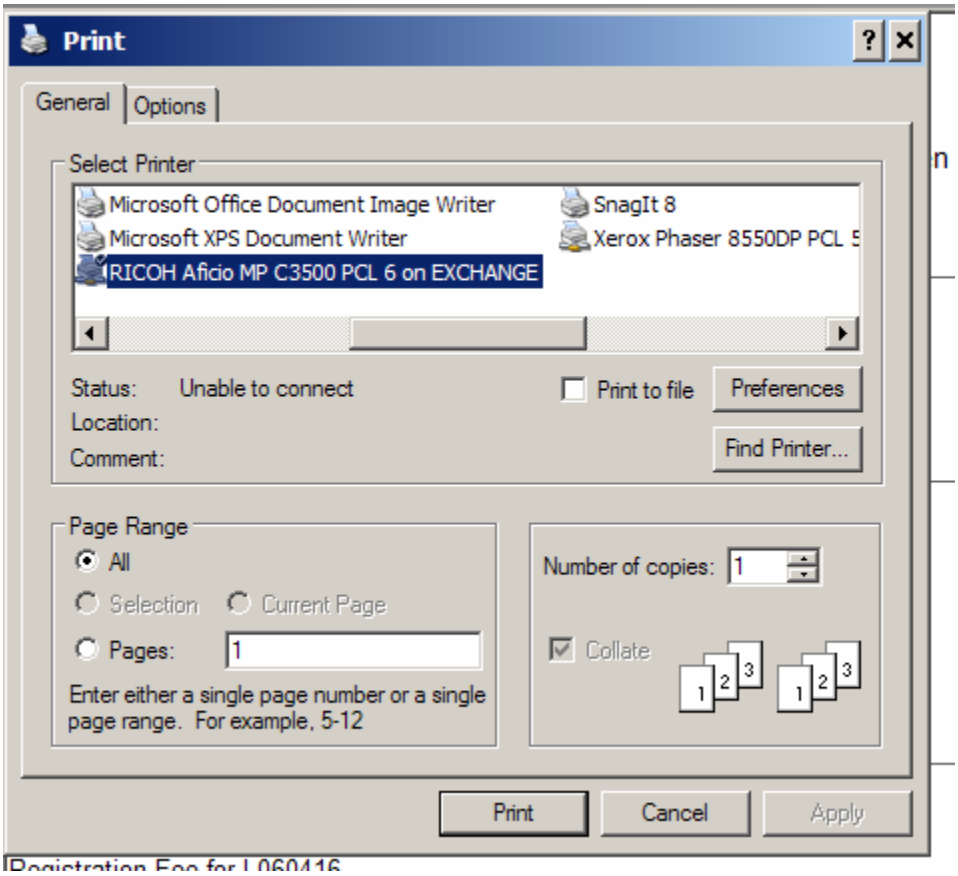
Also, a receipt will be automatically emailed to the email address associated with this lobbyist.

Print Receipt:

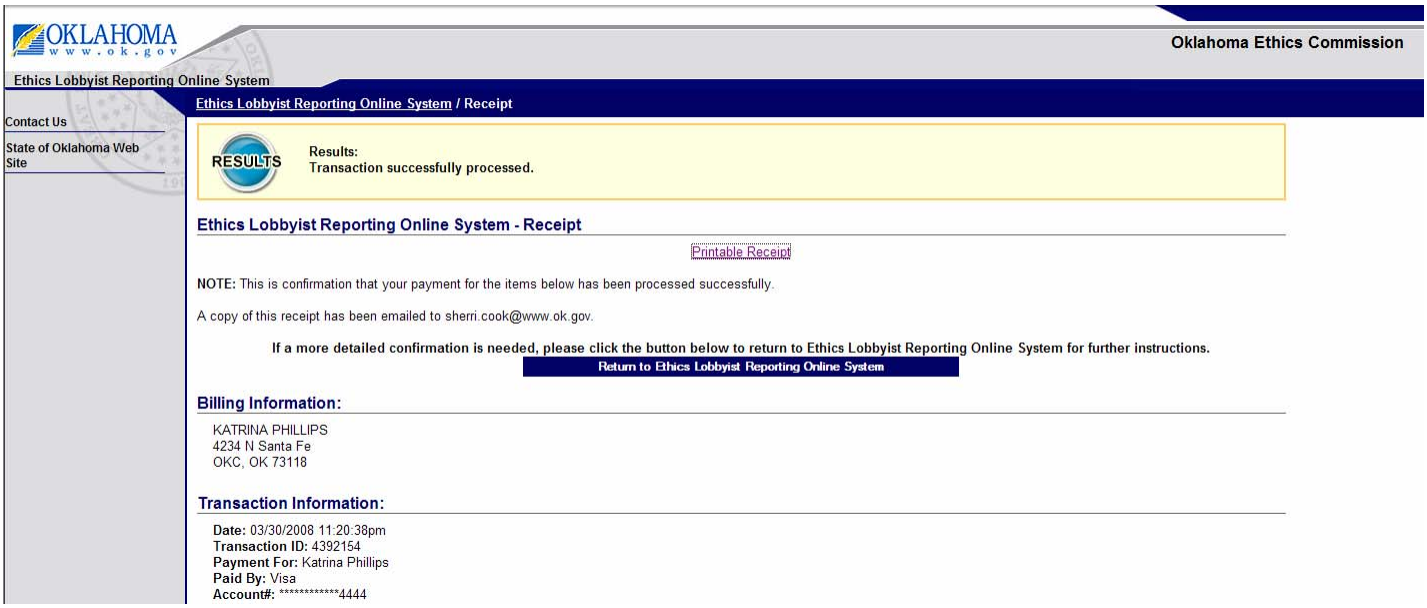
To print a receipt, select the Printable Receipt link which will open a printable receipt in a new window.



Select the Print Receipt link in the middle of the page and you will be prompted to select your printer and then select the Print button (see image below).

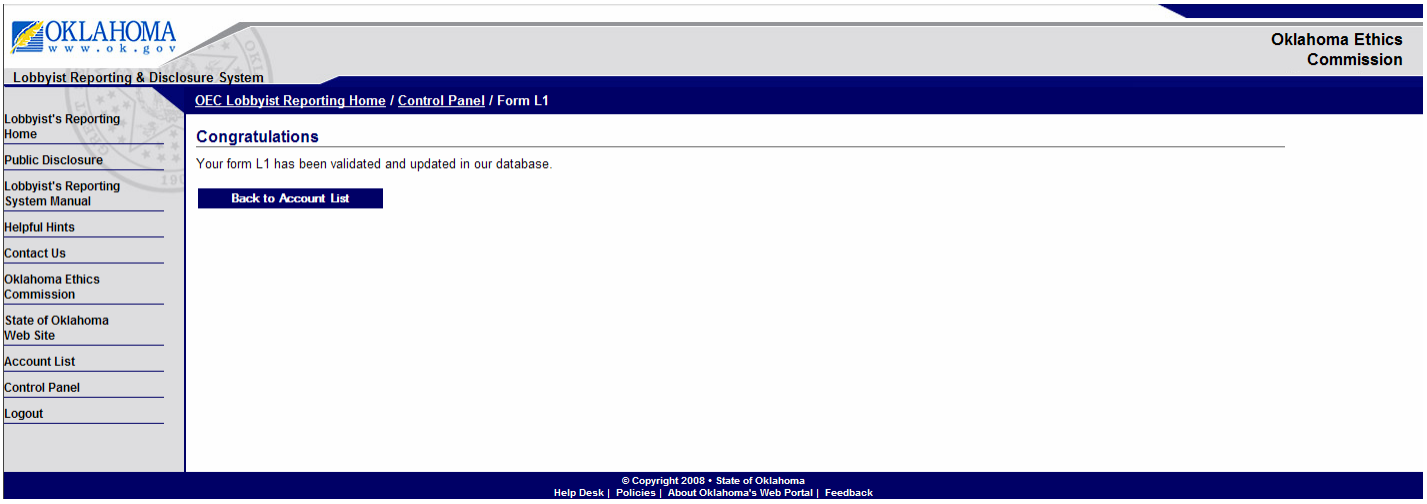


Once you have printed your receipt, select the link to close the window of the receipt. You should be returned to the window showing your payment confirmation.

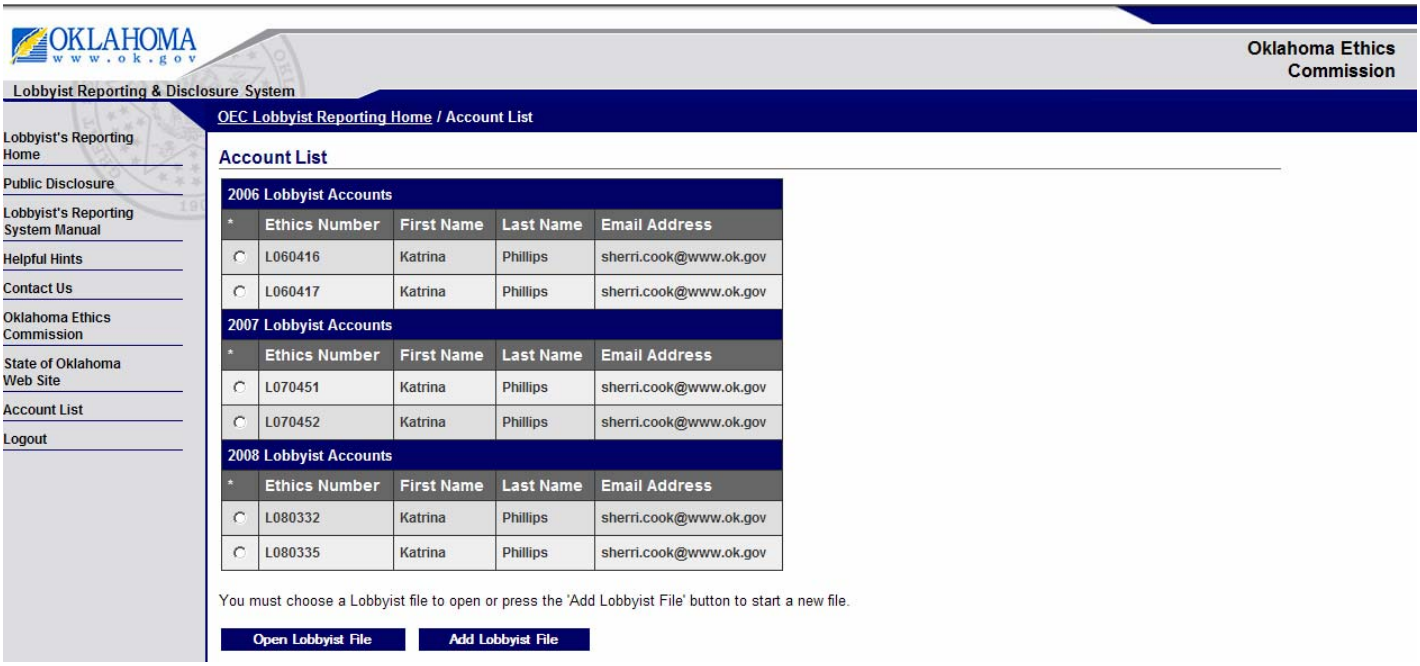


Select the button in the middle of the page to return to the Ethics Lobbyist Reporting Online System.

You will receive a confirmation that your L-1 has been validated and updated in the database.

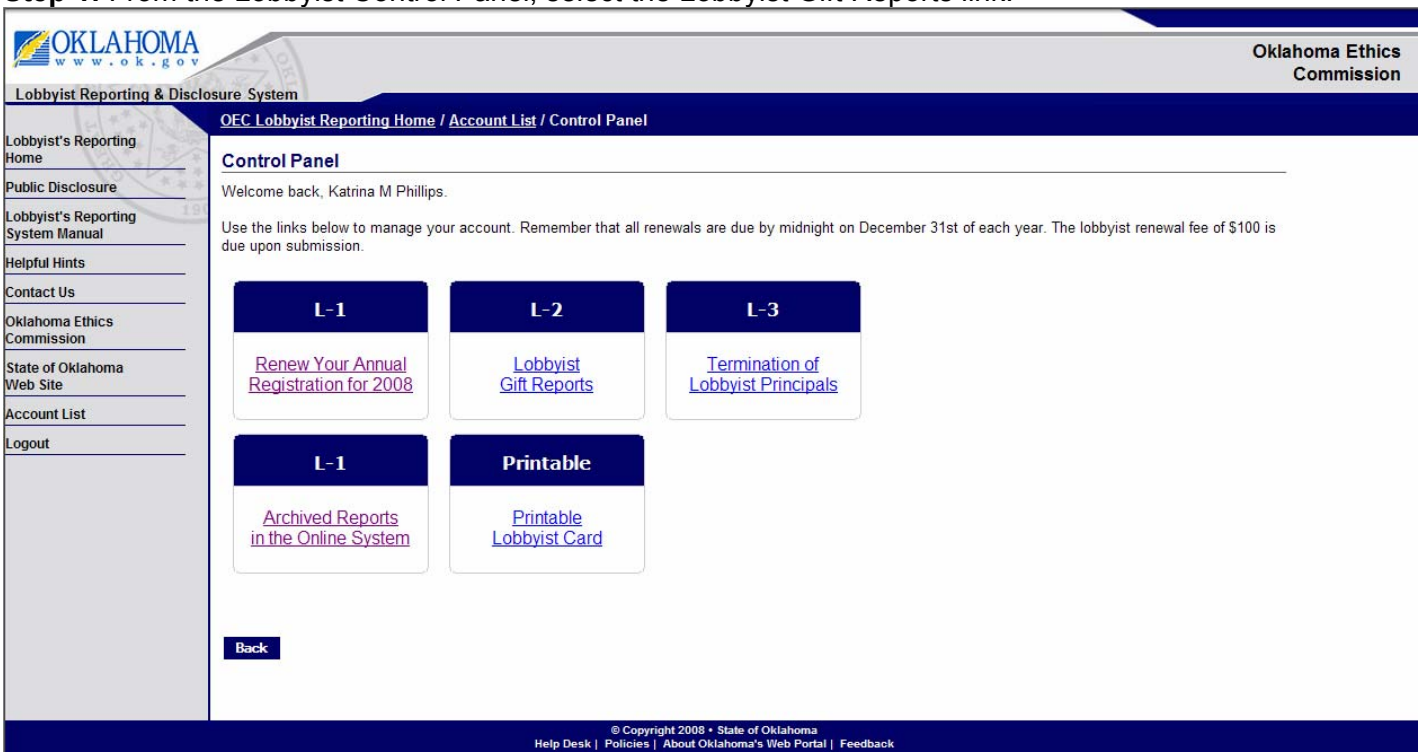


Select the Back to Account List



Select the new Lobbyist Number created for your lobbyist and select the Open Lobbyist file button.

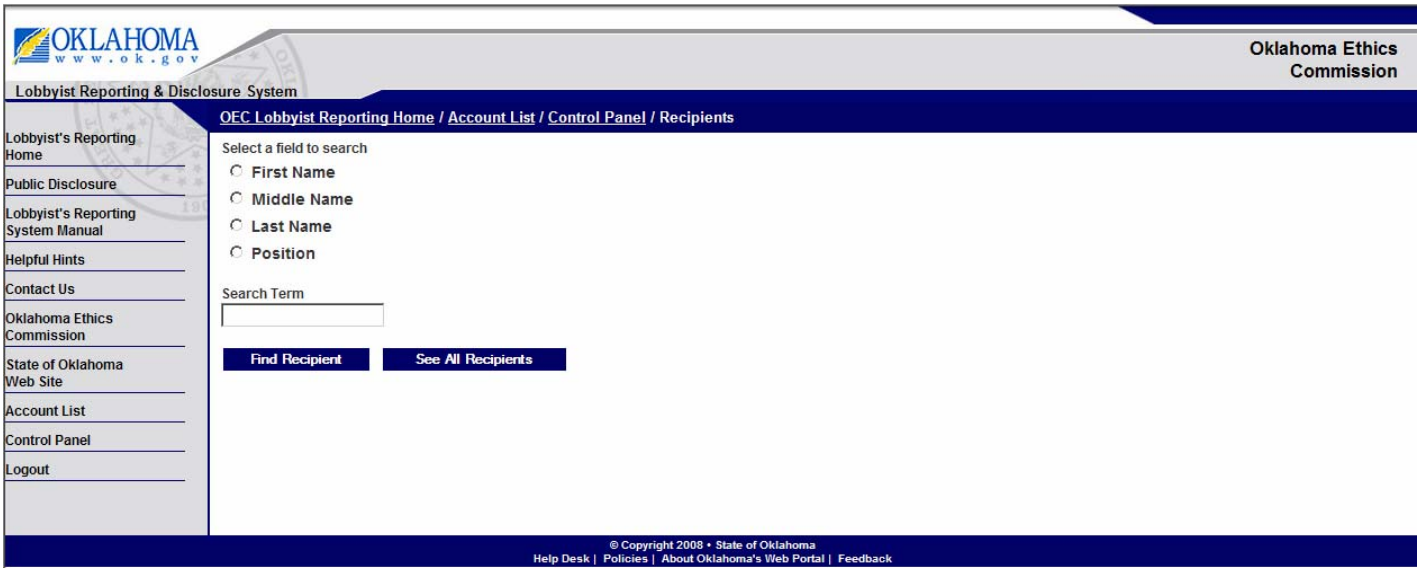
Step 1: From the Lobbyist Control Panel, select the Lobbyist Gift Reports link.



You will now see the following screen displaying the report period you are working on and list of gifts already entered.

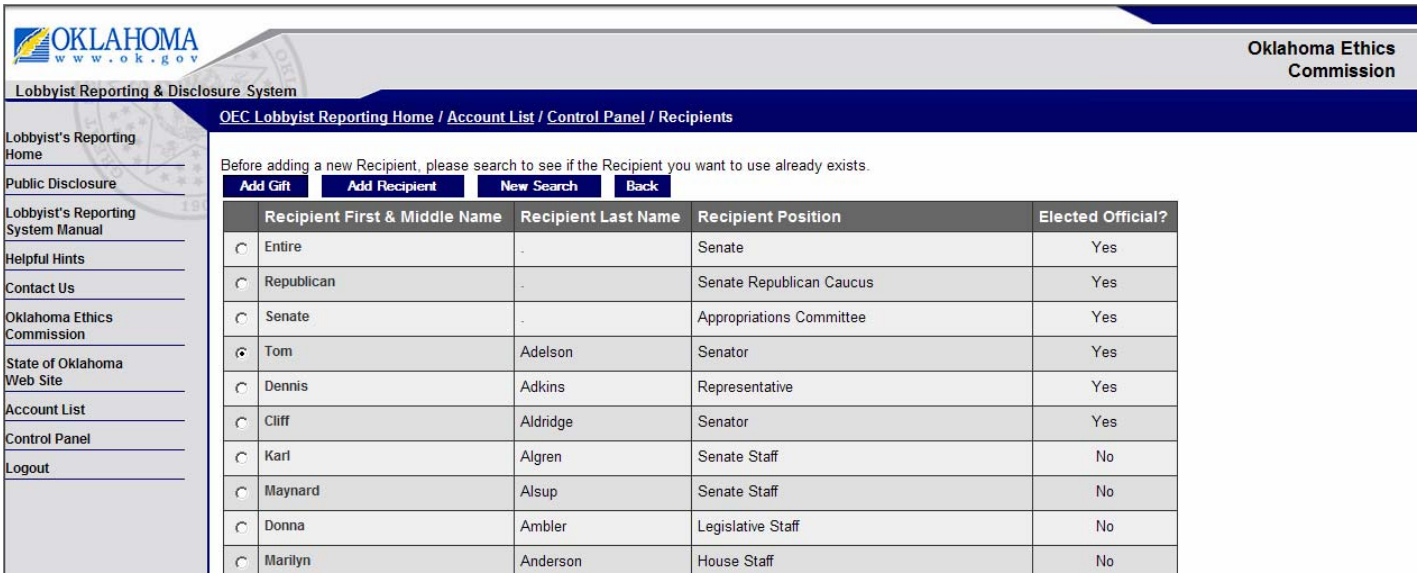
Hint: You must submit a report for January 1 – June 30 before you can submit a report for July 1 – December 31. If you had no gifts to list for the first period, simply select the Submit L-2 to submit an L-2 for the period with no transactions. You will then be able to enter gifts for the next reporting period.

Step 2: To enter a gift or transaction, you are first required to search for the recipient by selecting the Find Recipient button or the See All Recipients button.



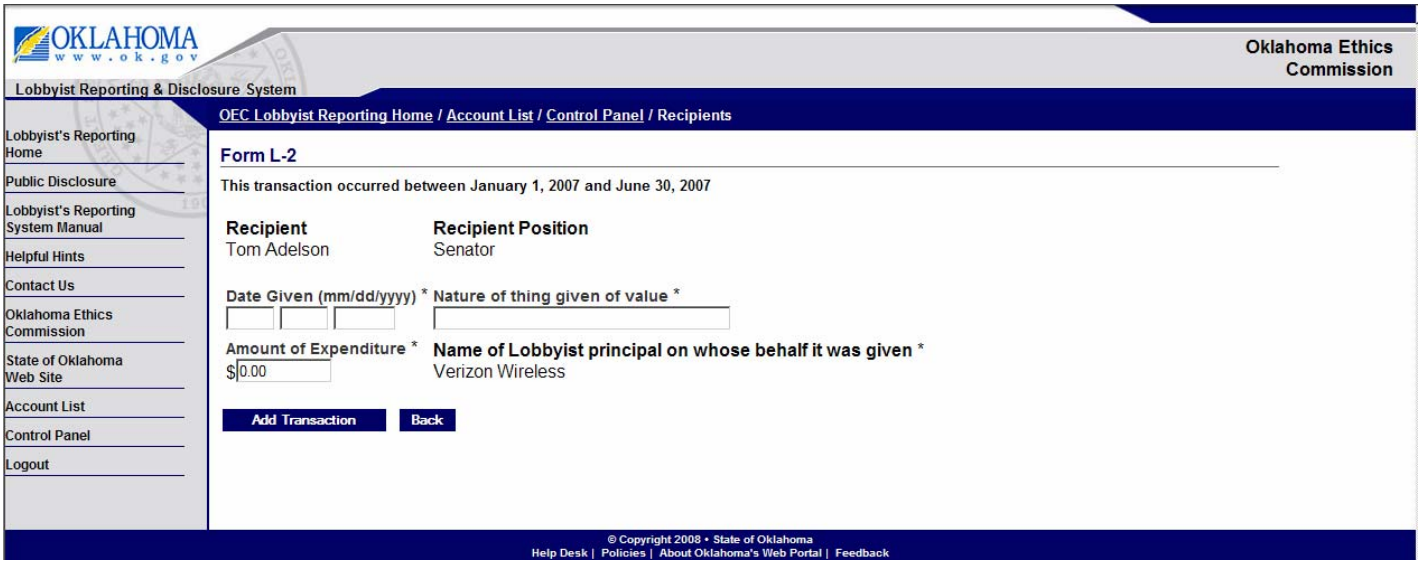
Hint: Since there are many Recipients entered in the database, the See All Recipients screen takes a while to load. It is much faster to use the Find Recipient search.

Hint: For specific instructions for the Search using the Find Recipient button, turn to the Find Recipient instructions in Chapter ___



	Recipient First & Middle Name	Recipient Last Name	Recipient Position	Elected Official?
○	Entire	.	Senate	Yes
○	Republican	.	Senate Republican Caucus	Yes
○	Senate	.	Appropriations Committee	Yes
◉	Tom	Adelson	Senator	Yes
○	Dennis	Adkins	Representative	Yes
○	Cliff	Aldridge	Senator	Yes
○	Karl	Algren	Senate Staff	No
○	Maynard	Alsup	Senate Staff	No
○	Donna	Ambler	Legislative Staff	No
○	Marilyn	Anderson	House Staff	No

Step 3: From the screen above, select the correct recipient and select the Add Gift button.

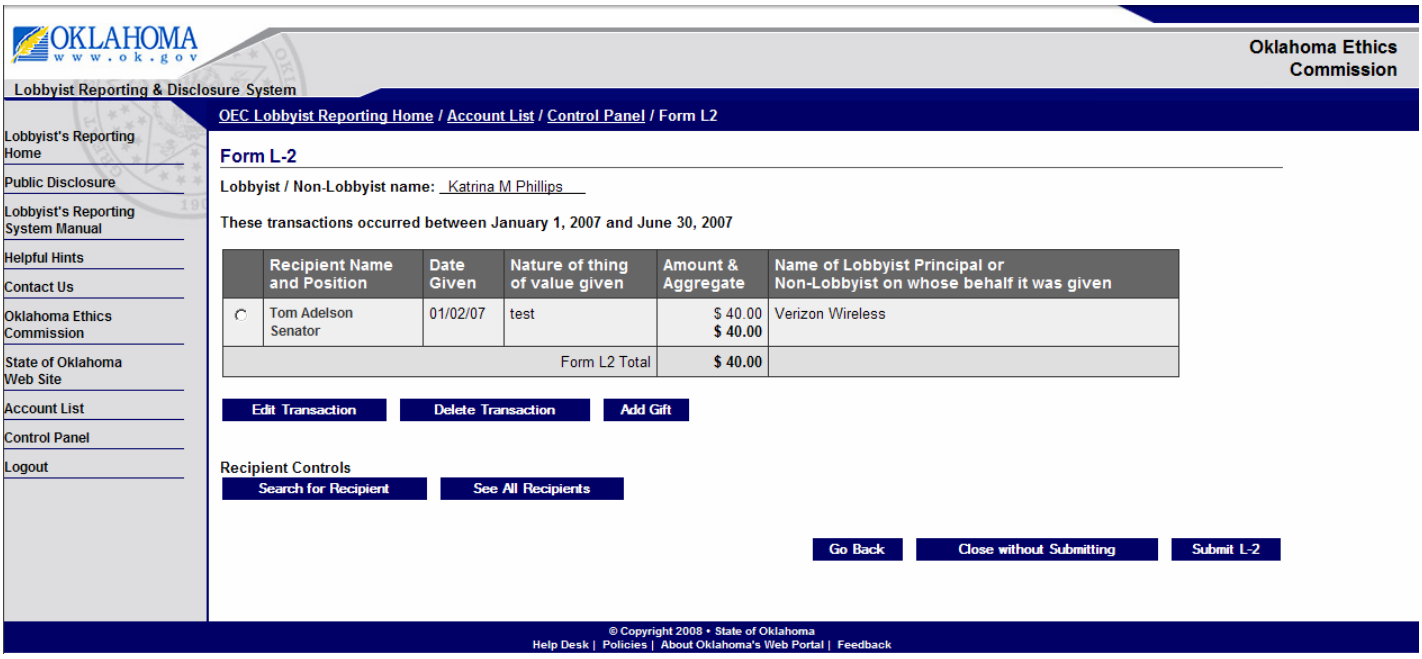


Step 4: Enter the date the gift was given (mm/dd/yyyy), the nature of the thing given of value, the amount of the expenditure.

Step 5: If you represent more than one principal, you will see a dropdown under Name of Lobbyist principal on whose behalf it was give. You must select which principal is appropriate.

Step 6: Select the Add Transaction button.

You will now see a summary of your L-2.



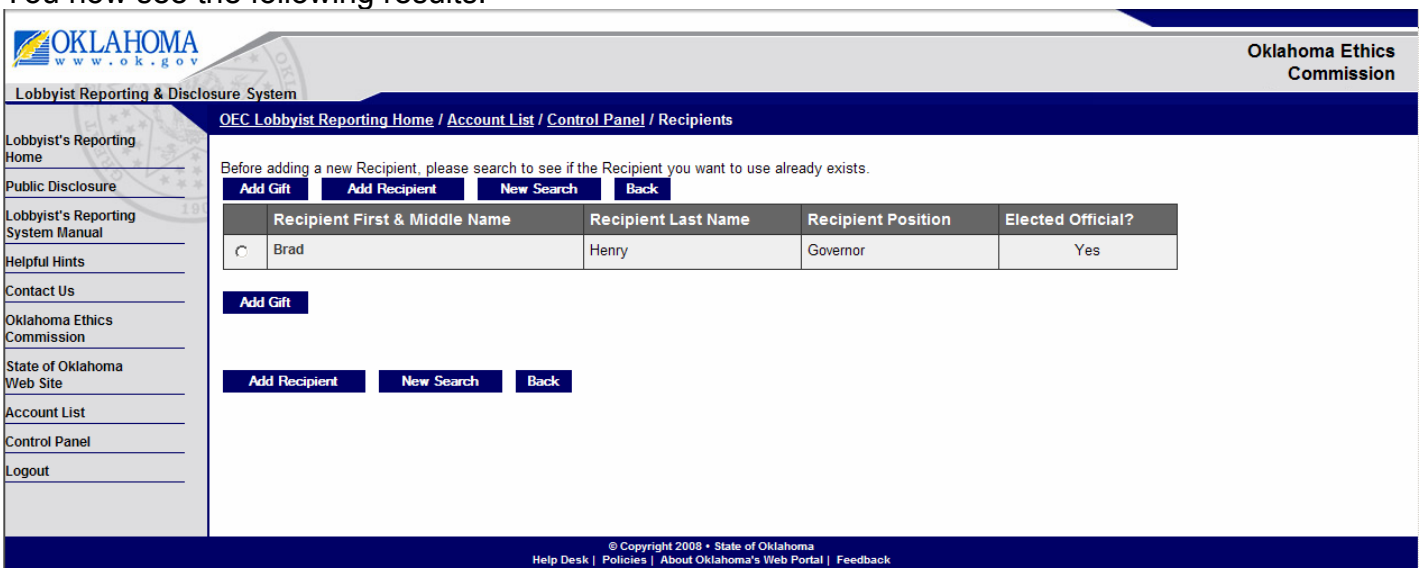
To add another gift for the same recipient, select the recipient and select the Add Gift Button.

To add another gift for a different recipient, select the search for Recipient Button.

Continue adding gifts until all of the gifts for this Form L-2 have been entered.

1. Select a field you would like to use to search (First Name, Middle Name, Last Name or Position)
2. Enter the term to use for your search depending on your selection in the previous step (example: Henry or Governor).
3. Select the Find Recipient button.

You now see the following results:

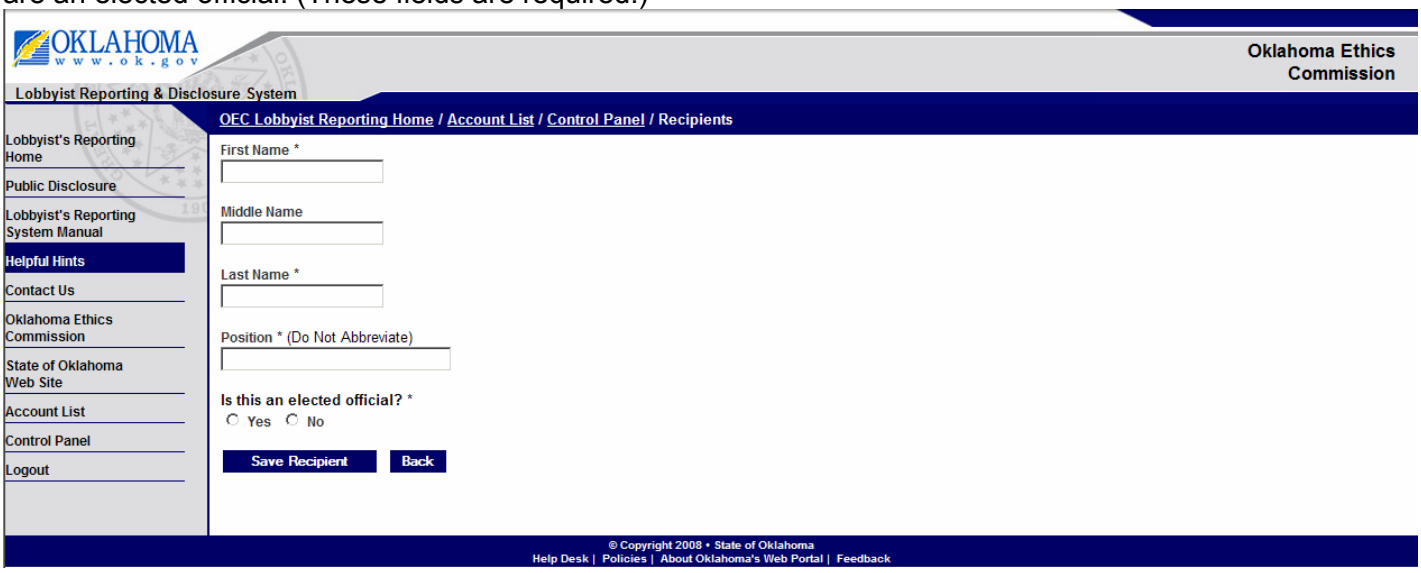


If your recipient is shown, select that recipient and then select the Add Gift button.

If you recipient is not shown, you can now add a new recipient, by selecting the Add Recipient button.

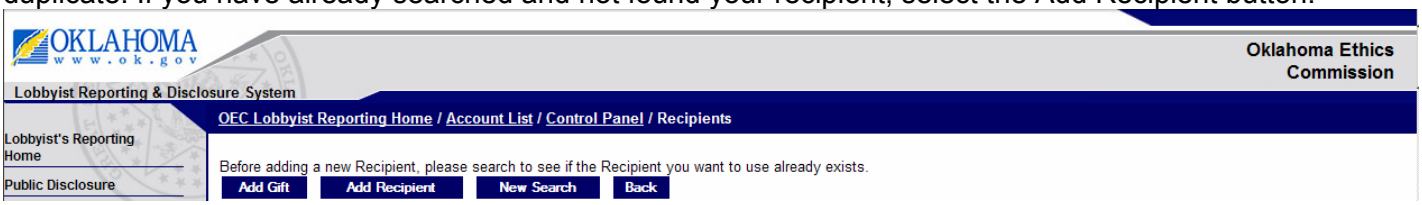
Step 1: Select the Add Recipient button.

Step 2: At the following page, enter the recipient's First Name, Last Name, Position and select whether they are an elected official. (These fields are required.)



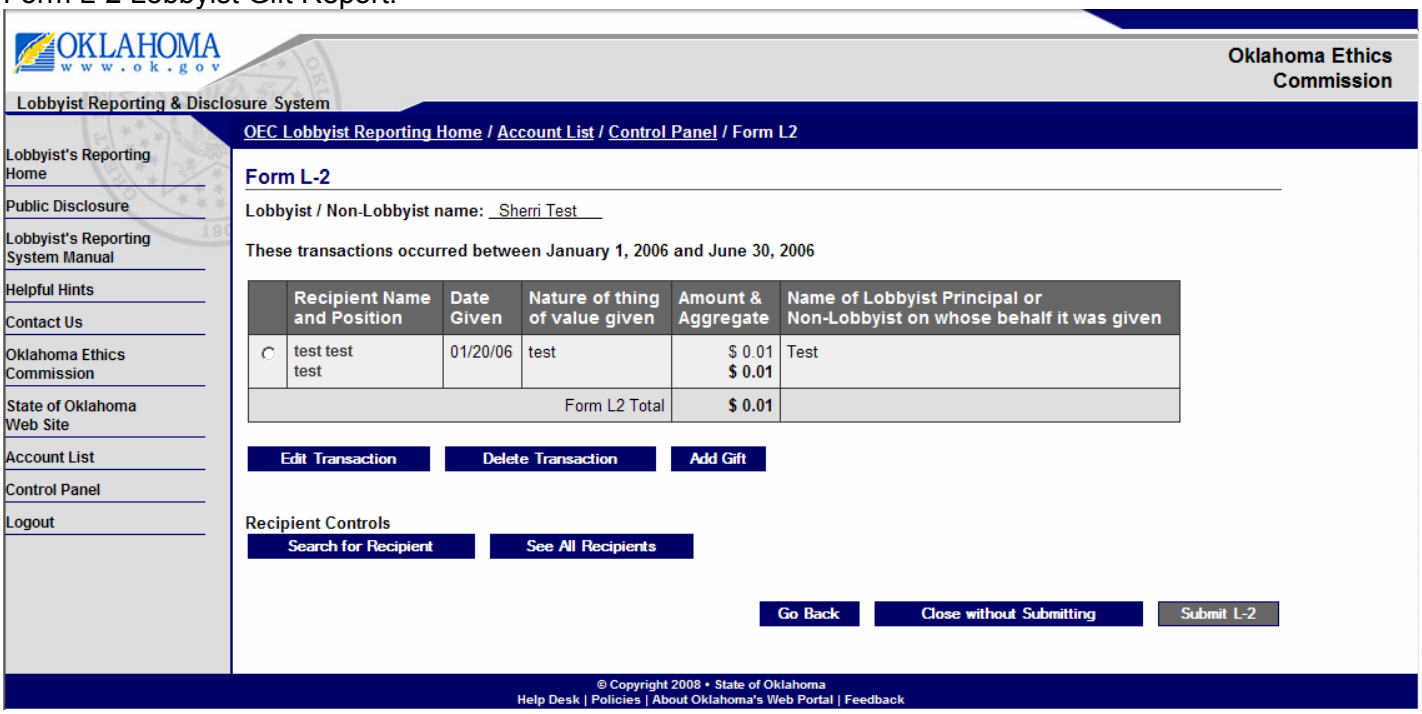
Step 3: Select the Save Recipient button.

Step 4: You will be prompted to confirm that you have searched for your recipient, so you do not enter a duplicate. If you have already searched and not found your recipient, select the Add Recipient button.



Step 5: You can now select your recipient's name and select the Add Gift button to begin adding their gift.

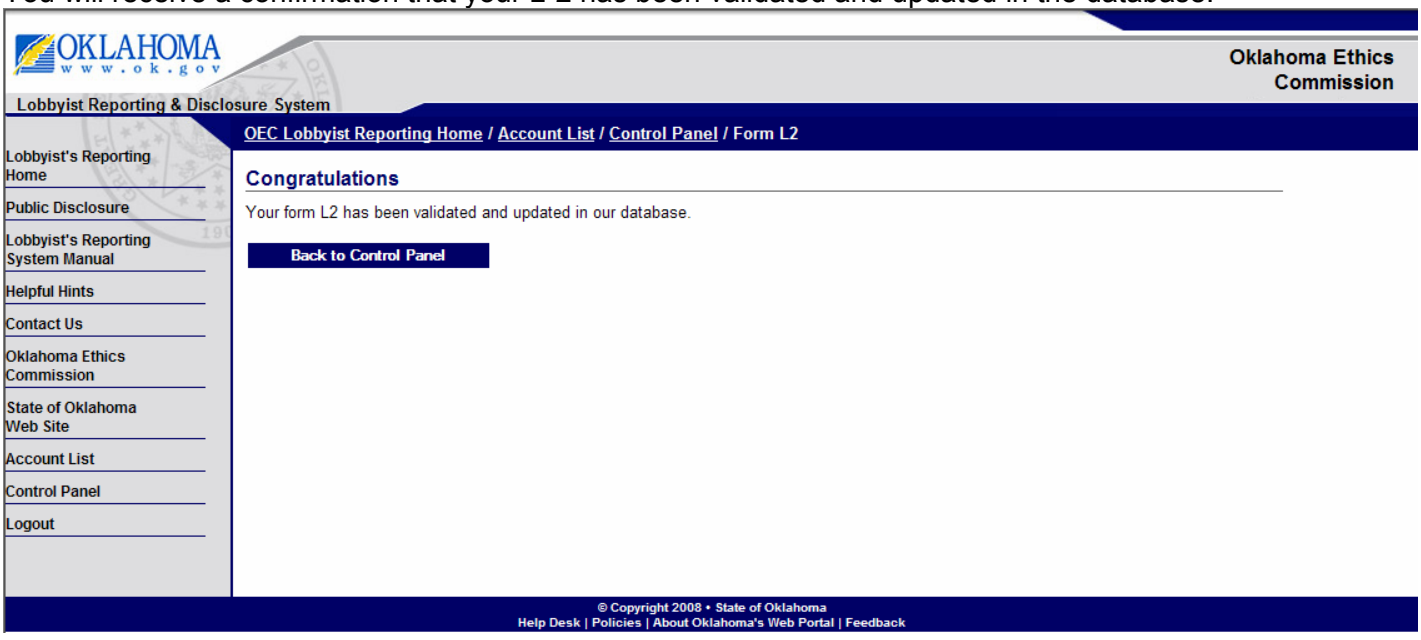
Once all of the gifts for that reporting period have been entered, you can submit your Form L-2 from your Form L-2 Lobbyist Gift Report.



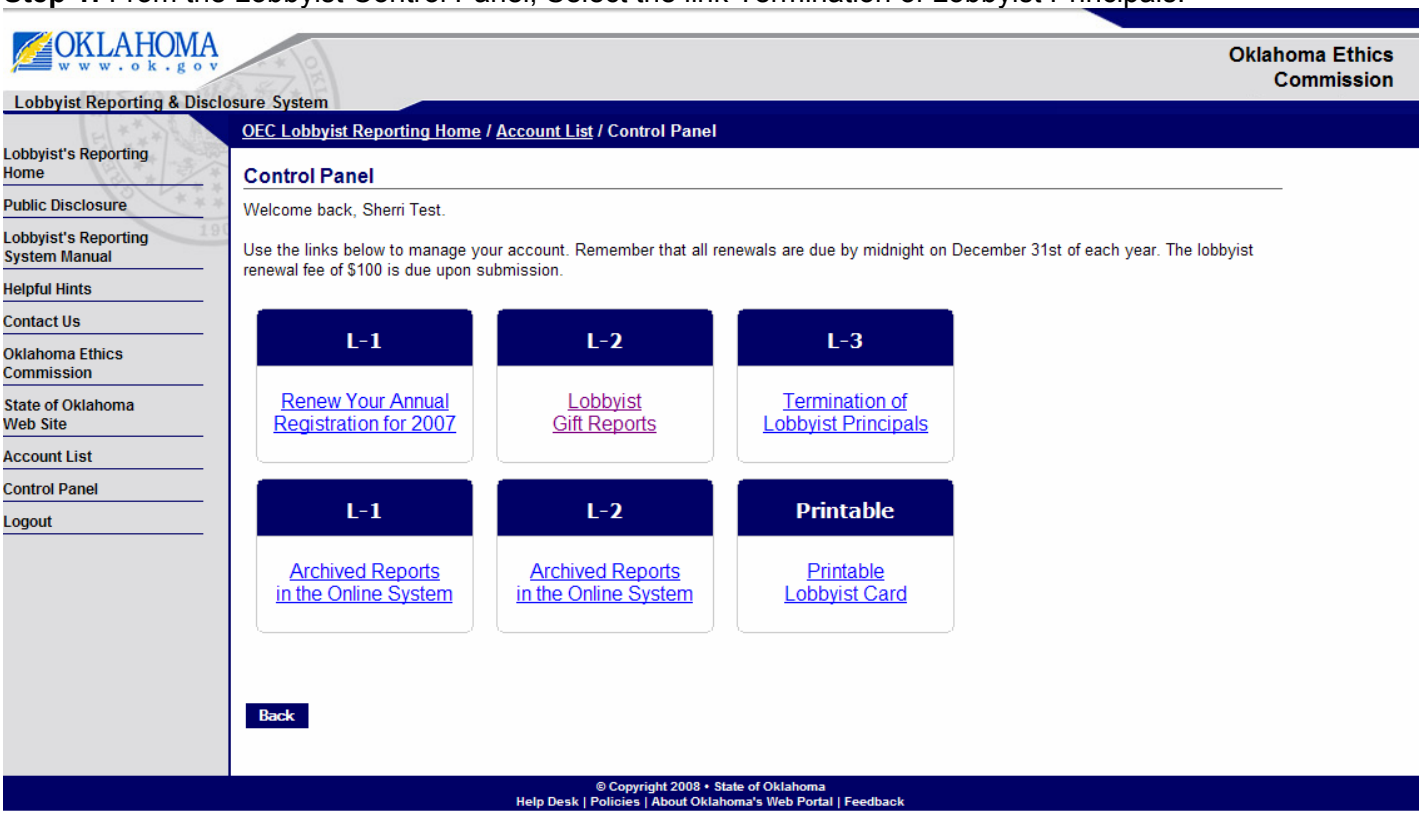
If you are not ready to submit, select Close without Submitting. You can return to this report later.

Step 1: Select the Submit L-2 button

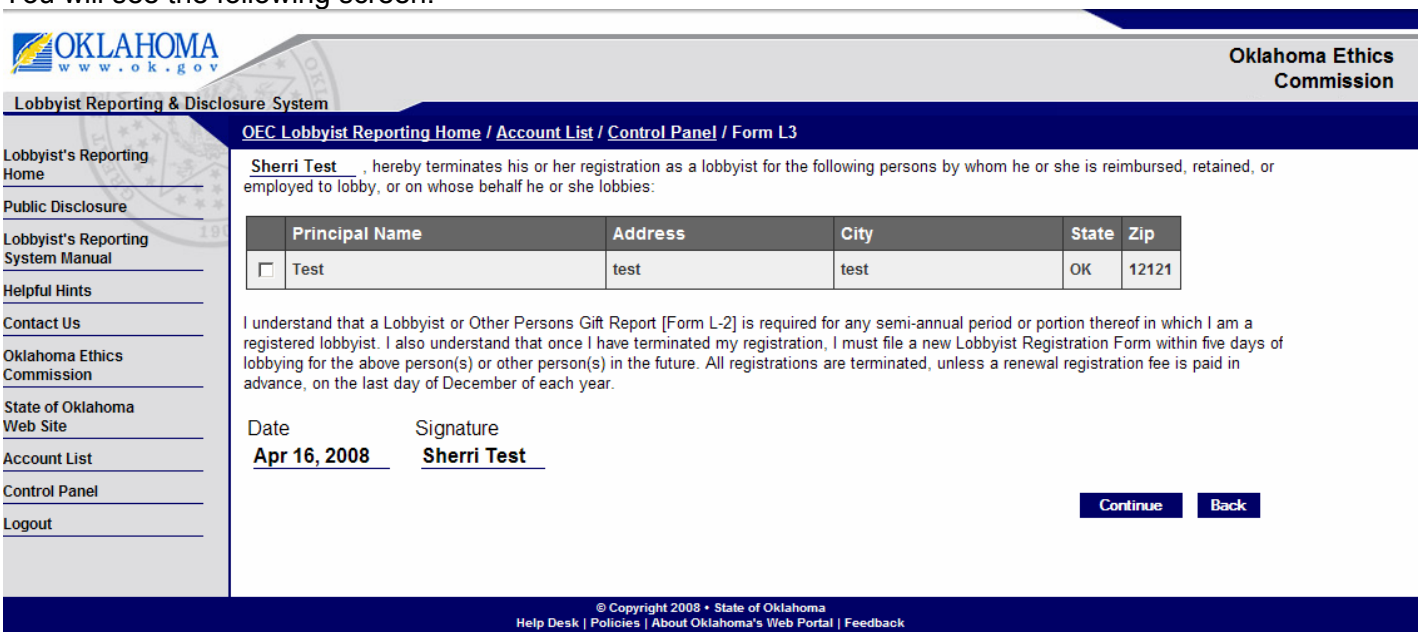
You will receive a confirmation that your L-2 has been validated and updated in the database.



Step 1: From the Lobbyist Control Panel, Select the link Termination of Lobbyist Principals.

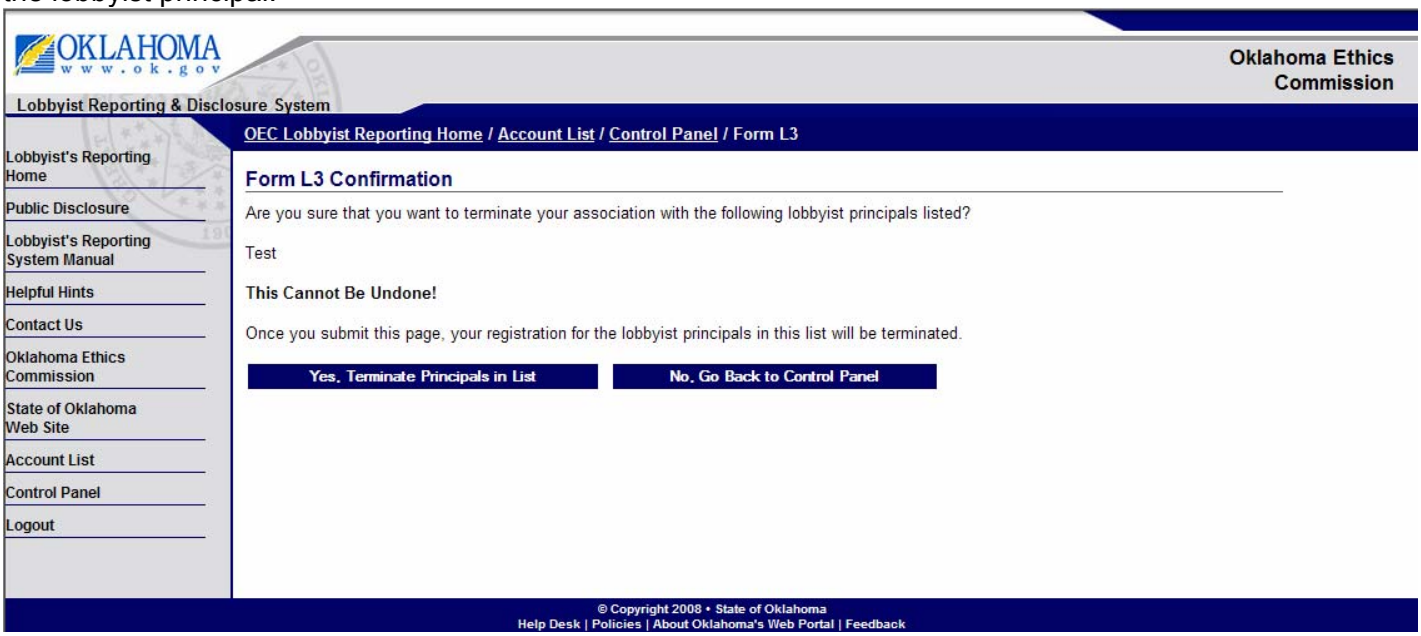


You will see the following screen:



Step 2: Select the principal you wish to terminate with the checkbox at the left beside their name, then select the Continue button.

You will then receive a confirmation screen asking you to confirm you wish to terminate your association with the lobbyist principal.

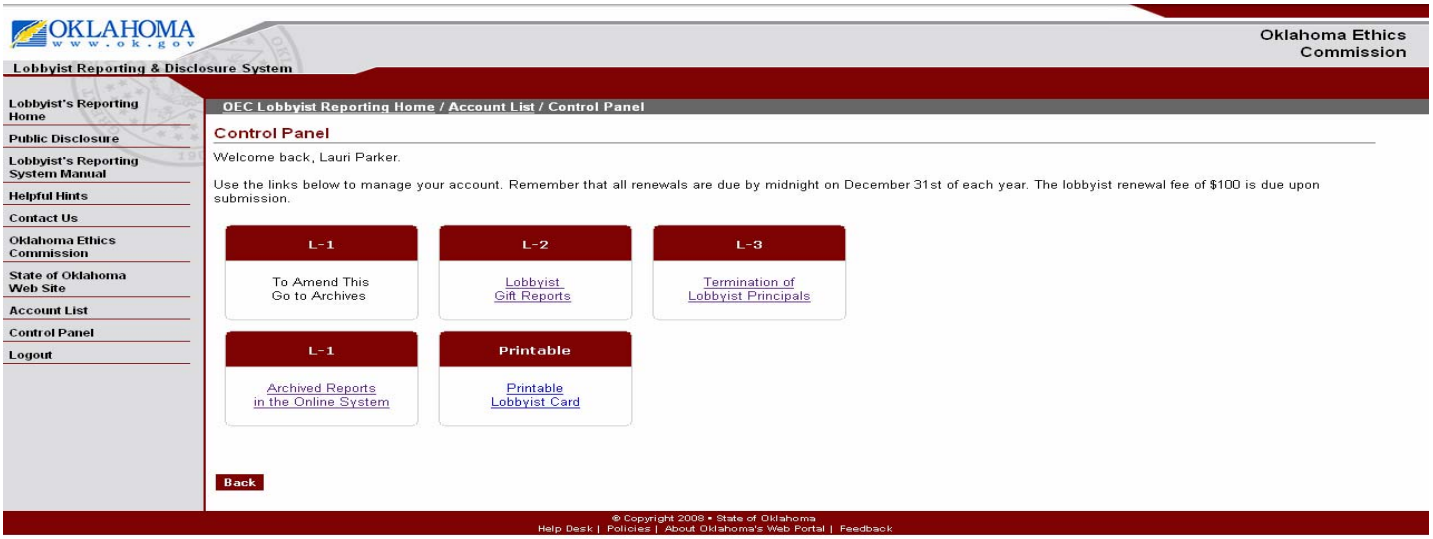


Step 3: Select the Yes, Terminate Principals in List button.

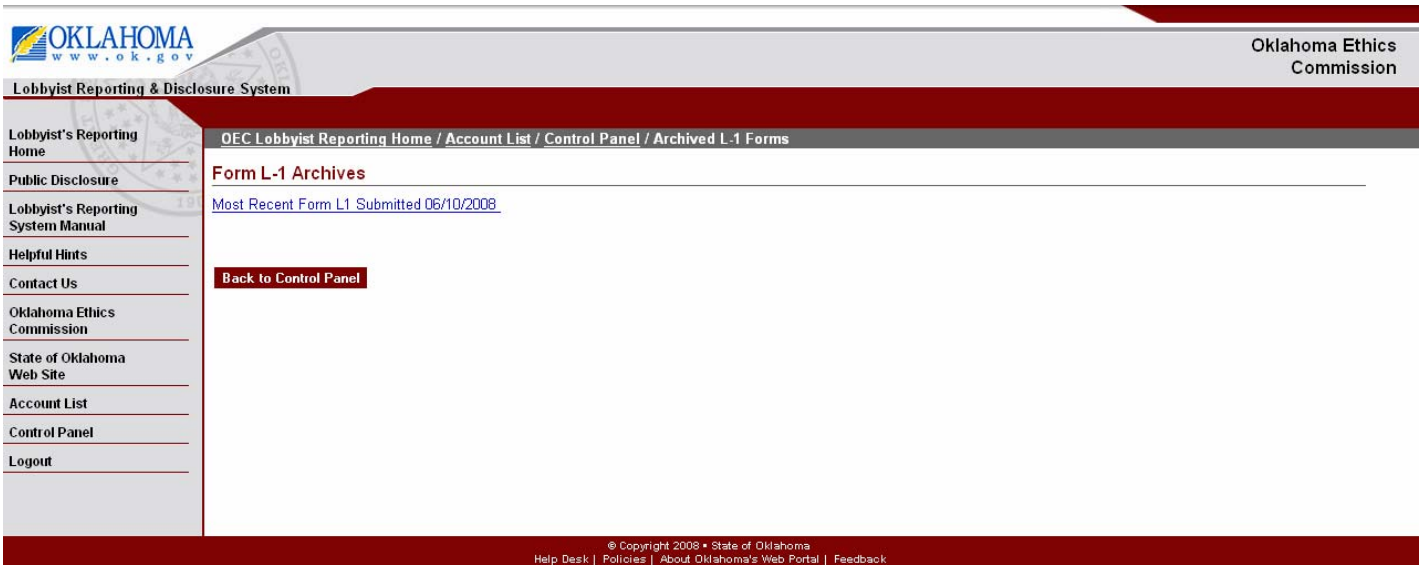
You will then receive a message confirming that your L-3 has been submitted:

Edit Archived L-1

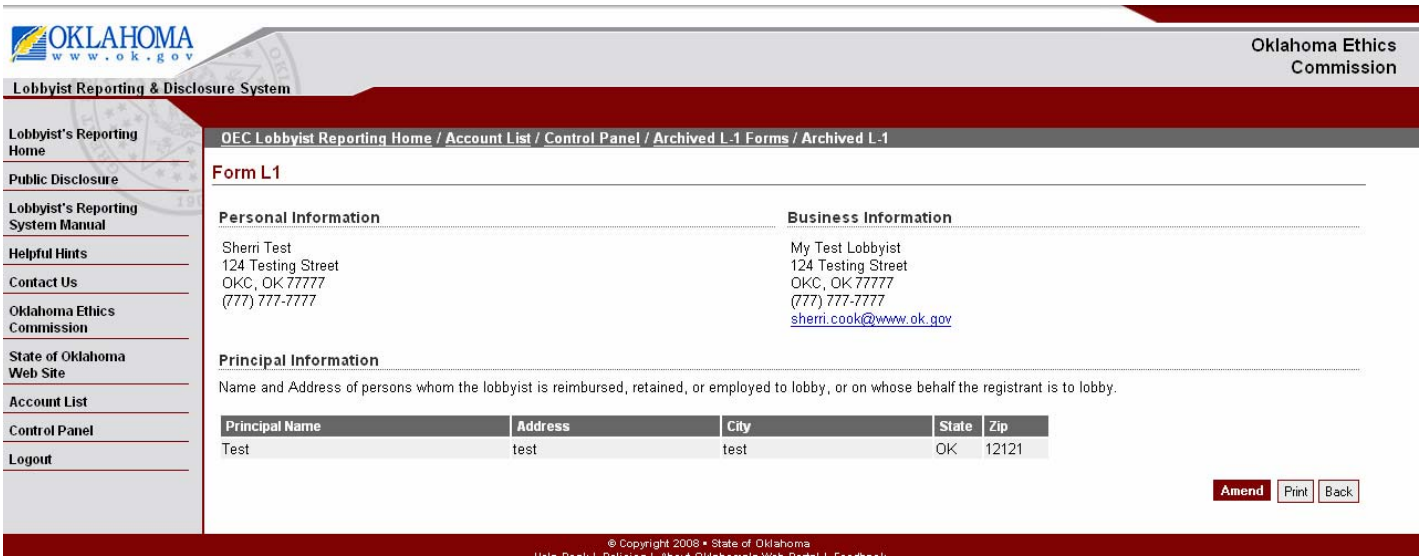
Step 1: From the Lobbyist Control Panel, Select the link L-1 Archived Reports in the Online System.



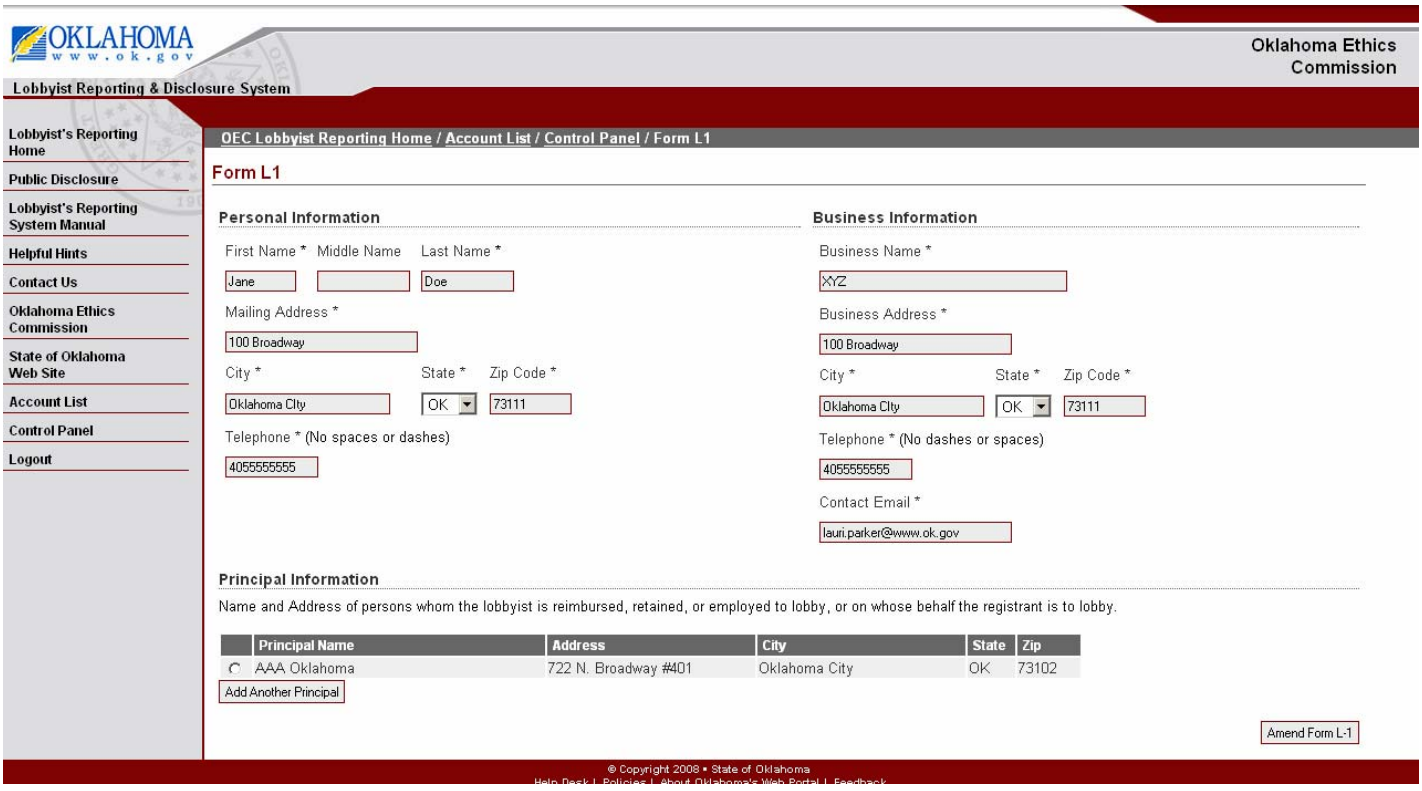
Step 2: From the Form L-1 Archives, Select the archived link you wish to open.



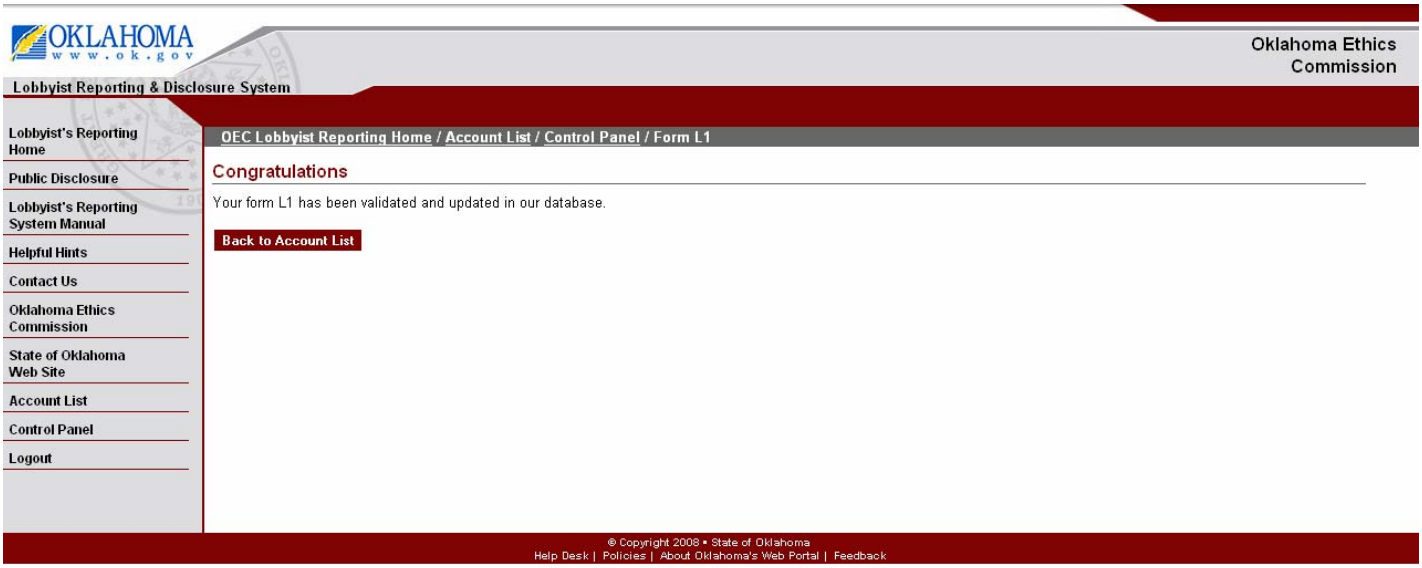
Step 3: From the Form L-1 Archives, Select Amend if you wish to amend your information.



Step 4: From the Form L-1 Archives, Select Amend Form L-1 after you amend your information.

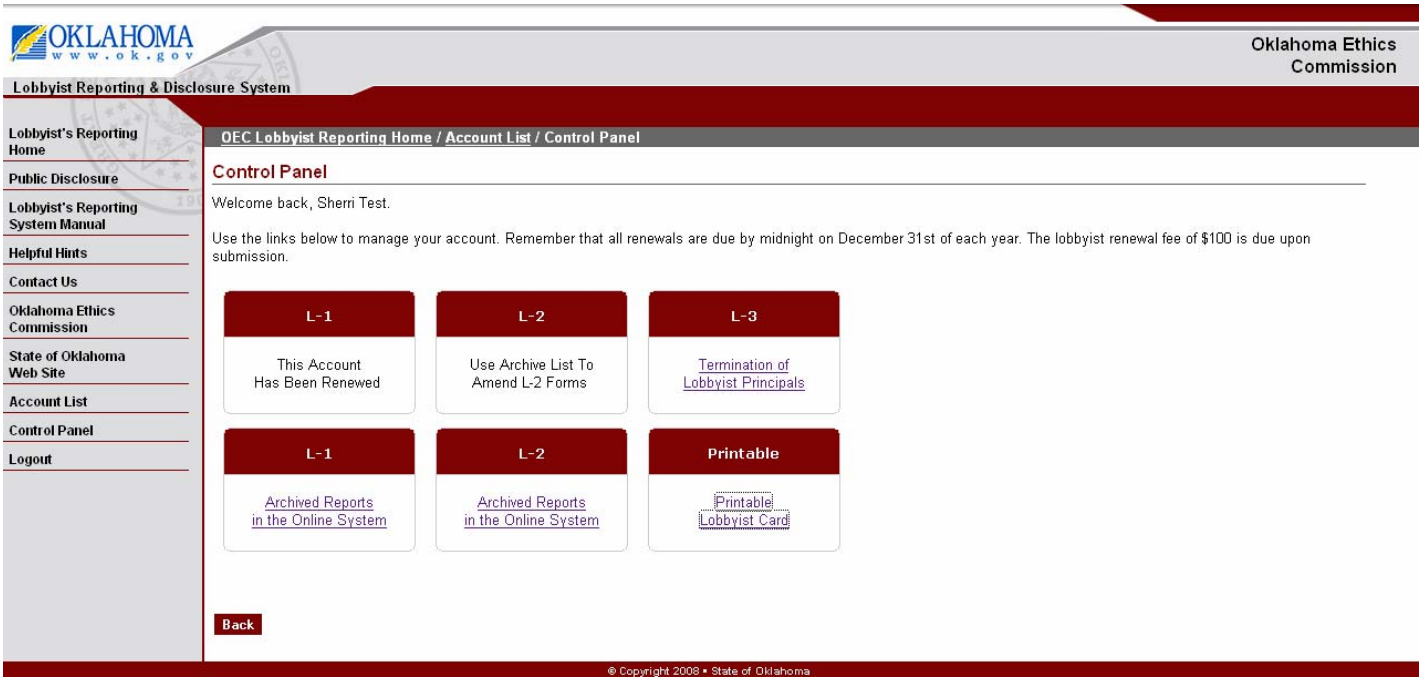


Step 5: You will then see the screen notifying you that your L-1 has been updated.

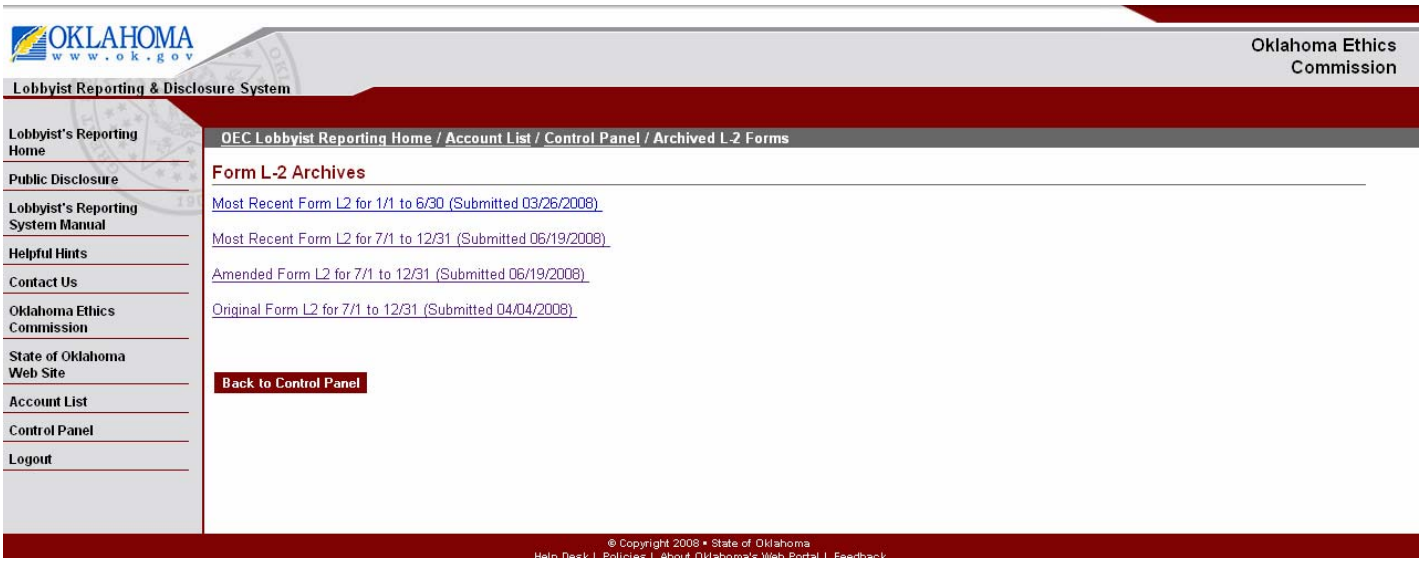


Edit Archived L-2

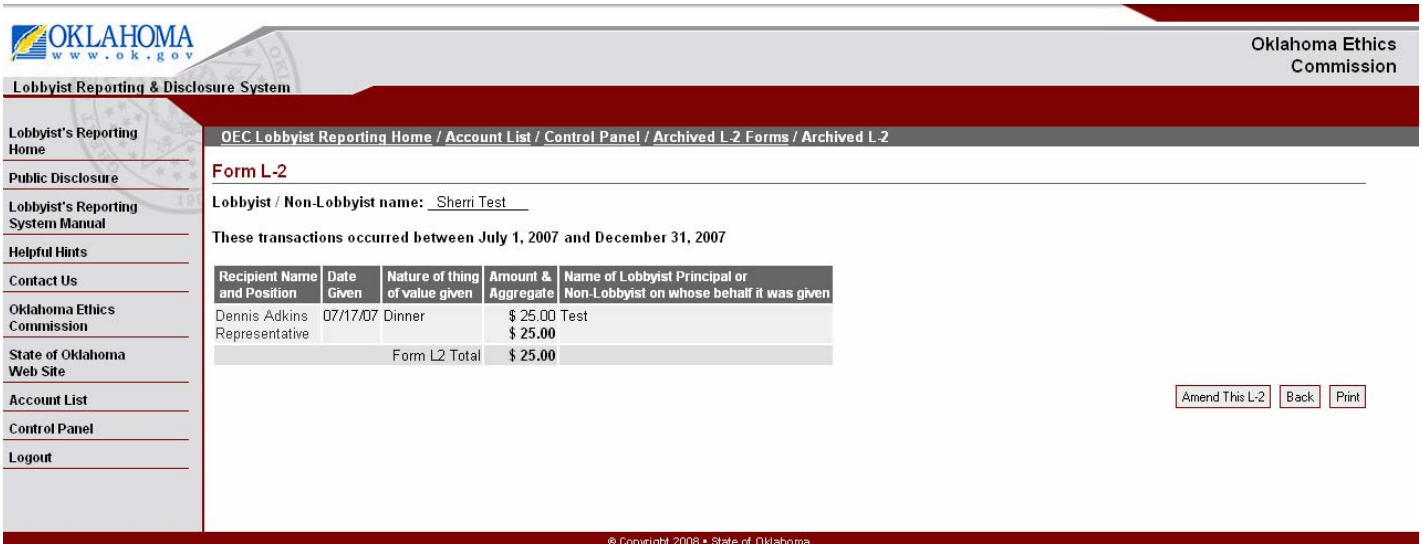
Step 1: From the Lobbyist Control Panel, Select the link L-2 Archived Reports in the Online System.



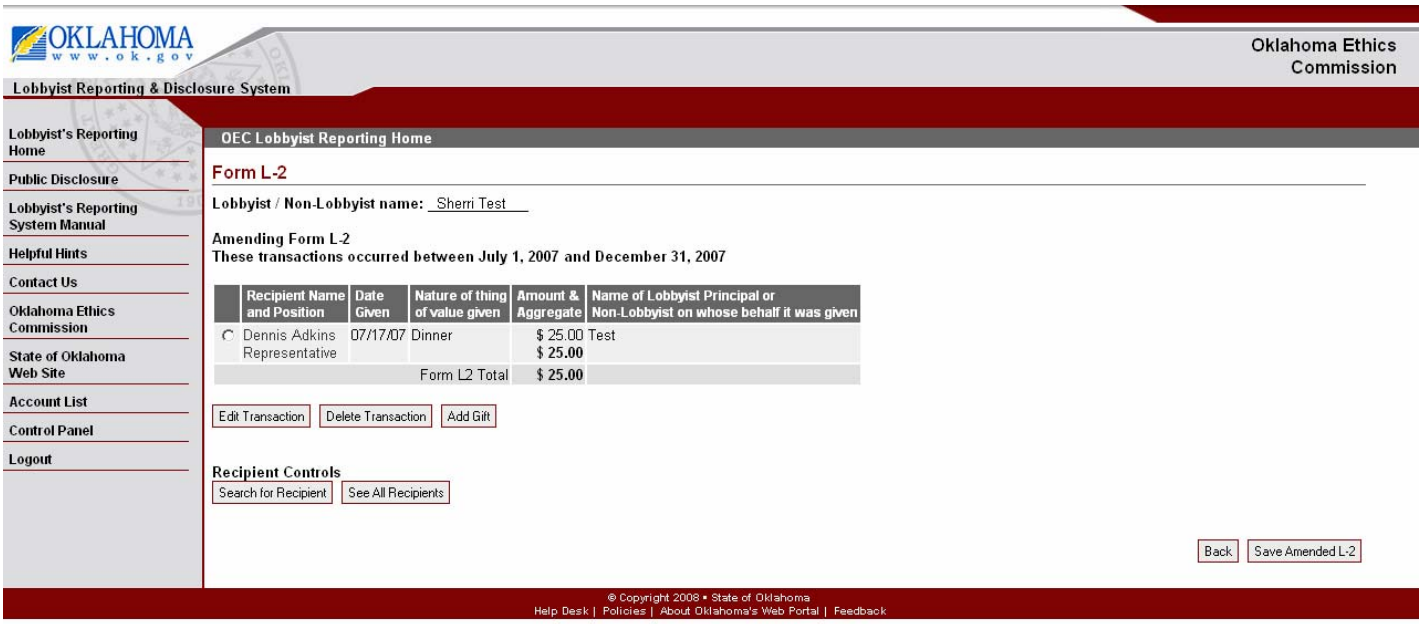
Step 2: From the Form L-2 Archives, Select the archived link you wish to open.



Step 3: From the Form L-2 Archives, Select the Amend This L-2 button.

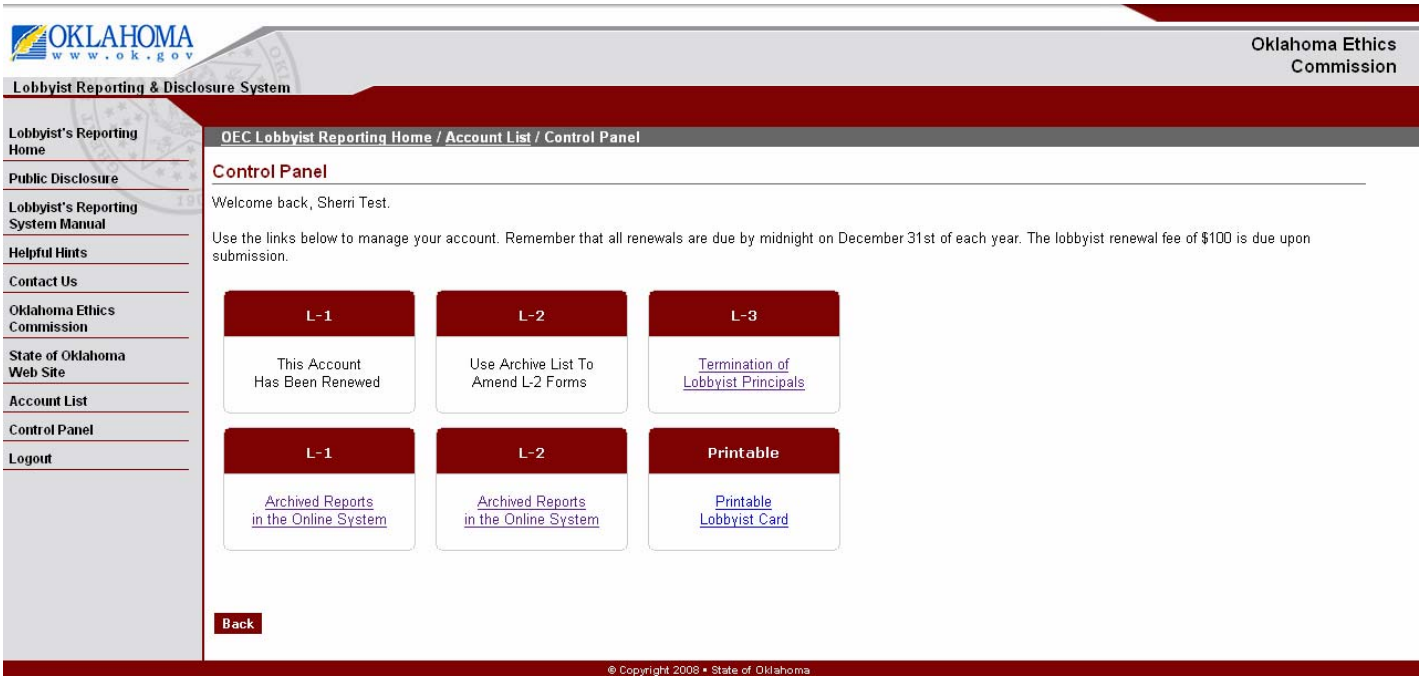


Step 4: After amending the L-2, select the Save Amended L-2 button.

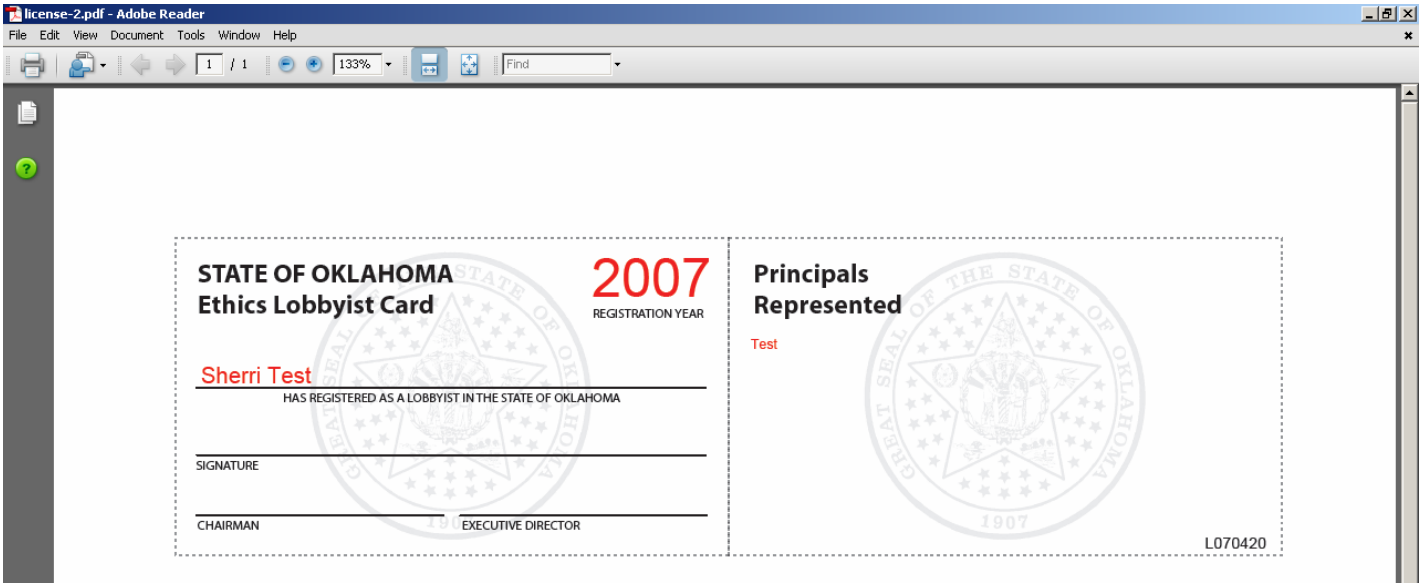


Print Lobbyist Card

Step 1: From the Lobbyist Control Panel, Select the link Printable Lobbyist Card.

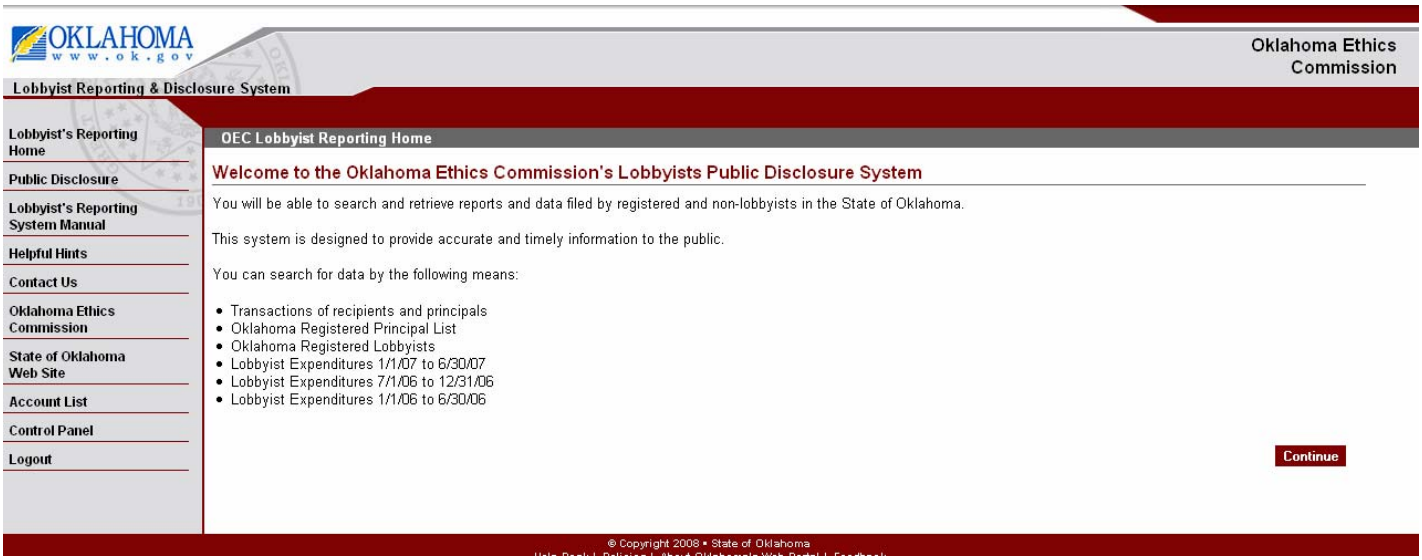


Step 2: Select the print option to print you Lobbyist Card.

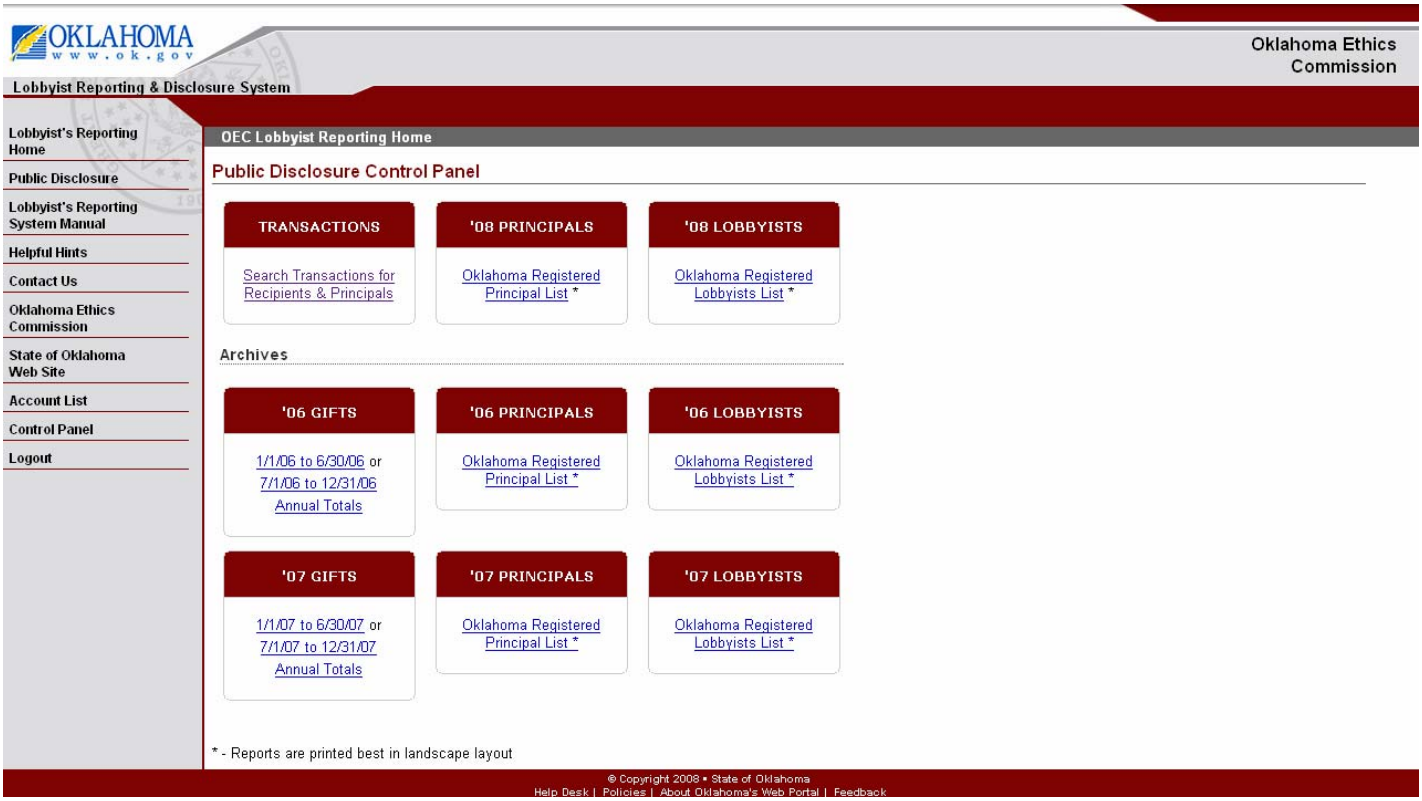


Search by Non-Lobbyist Principal

Step 1: On the OEC Lobbyist Reporting Home Page, select the Continue button.

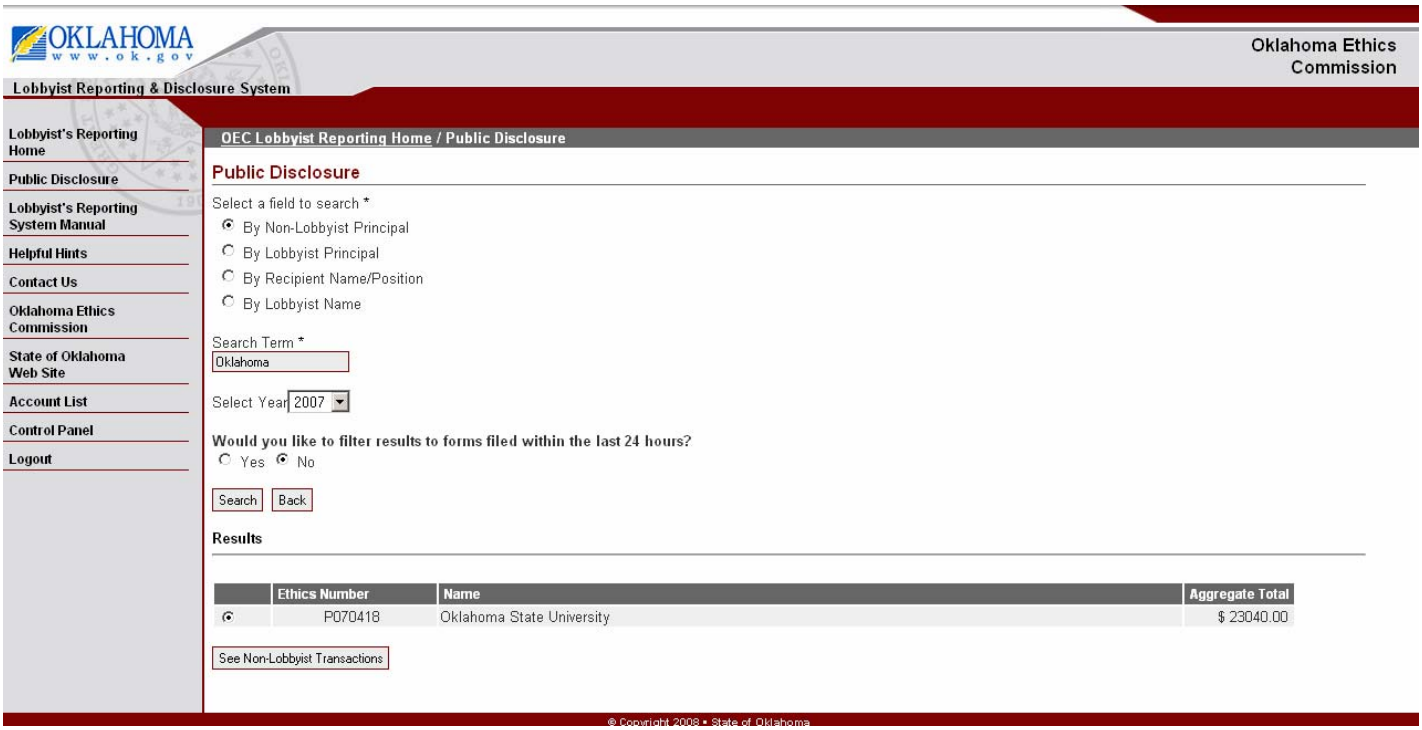


Step 2: On the Public Disclosure Control Panel, select Search Transactions for Recipients & Principals.

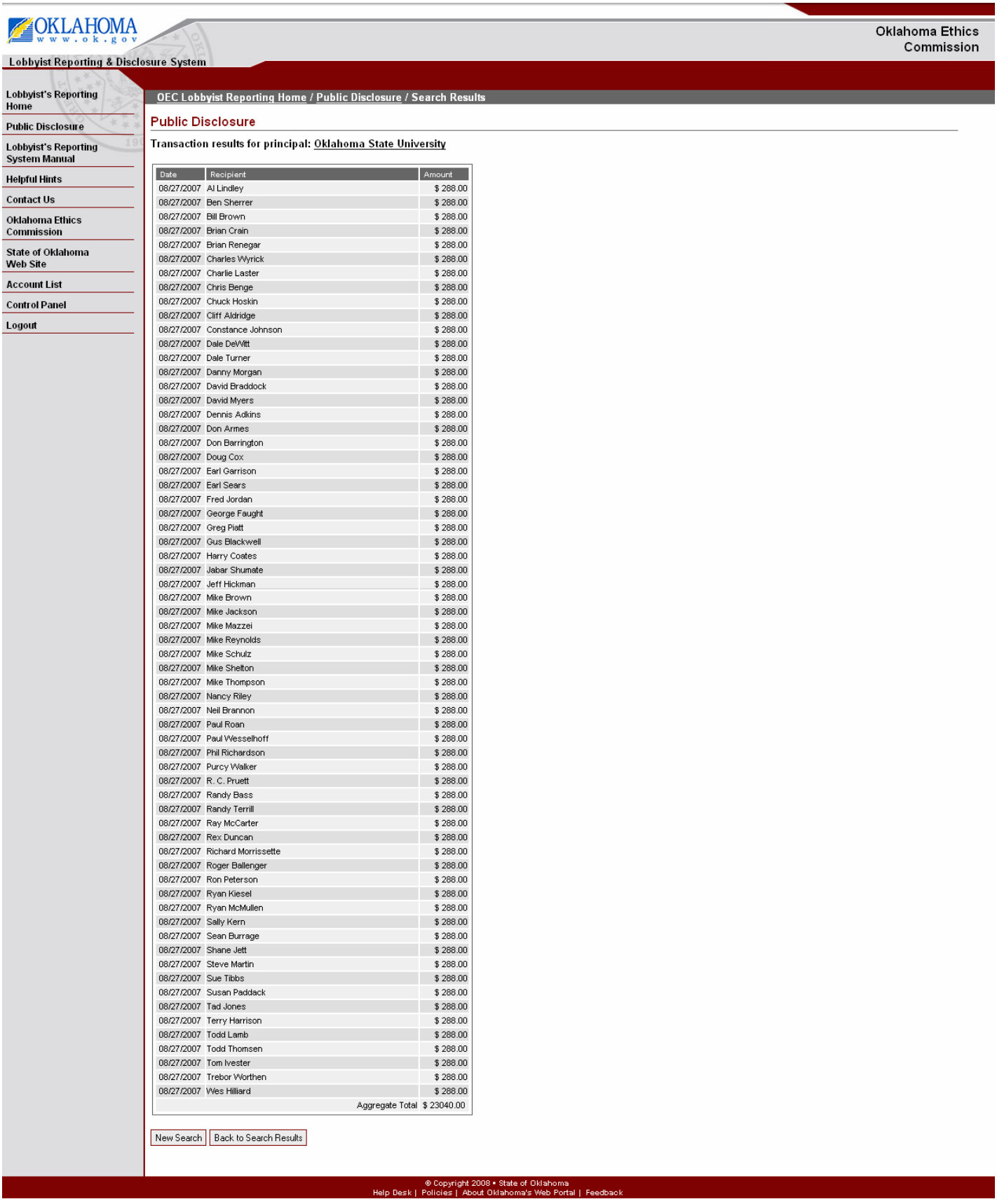


Step 3: On the Public Disclosure Control Page, select By Non-Lobbyist Principal, add a Search Term, Select Year, and select the Search button.

Step 4: On the Public Disclosure Page, select the appropriate Ethics Number and select See Non-Lobbyist Transactions.



Step 5: Select the New Search button to begin a new search. Select the Back to Results button to return to the previous screen.



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Oklahoma Ethics Commission

Lobbyist Reporting & Disclosure System

- Lobbyist's Reporting Home
- Public Disclosure
- Lobbyist's Reporting System Manual
- Helpful Hints
- Contact Us
- Oklahoma Ethics Commission
- State of Oklahoma Web Site
- Account List
- Control Panel
- Logout

OEC Lobbyist Reporting Home / Public Disclosure / Search Results

Public Disclosure

Transaction results for principal: Oklahoma State University

Date	Recipient	Amount
08/27/2007	Al Lindley	$ 288.00
08/27/2007	Ben Sherrer	$ 288.00
08/27/2007	Bill Brown	$ 288.00
08/27/2007	Brian Crain	$ 288.00
08/27/2007	Brian Renegar	$ 288.00
08/27/2007	Charles Wyrick	$ 288.00
08/27/2007	Charlie Laster	$ 288.00
08/27/2007	Chris Benge	$ 288.00
08/27/2007	Chuck Hoskin	$ 288.00
08/27/2007	Cliff Aldridge	$ 288.00
08/27/2007	Constance Johnson	$ 288.00
08/27/2007	Dale DeWitt	$ 288.00
08/27/2007	Dale Turner	$ 288.00
08/27/2007	Danny Morgan	$ 288.00
08/27/2007	David Braddock	$ 288.00
08/27/2007	David Myers	$ 288.00
08/27/2007	Dennis Adkins	$ 288.00
08/27/2007	Don Armes	$ 288.00
08/27/2007	Don Barrington	$ 288.00
08/27/2007	Doug Cox	$ 288.00
08/27/2007	Earl Garrison	$ 288.00
08/27/2007	Earl Sears	$ 288.00
08/27/2007	Fred Jordan	$ 288.00
08/27/2007	George Faught	$ 288.00
08/27/2007	Greg Piatt	$ 288.00
08/27/2007	Gus Blackwell	$ 288.00
08/27/2007	Harry Coates	$ 288.00
08/27/2007	Jabar Shumate	$ 288.00
08/27/2007	Jeff Hickman	$ 288.00
08/27/2007	Mike Brown	$ 288.00
08/27/2007	Mike Jackson	$ 288.00
08/27/2007	Mike Mazzei	$ 288.00
08/27/2007	Mike Reynolds	$ 288.00
08/27/2007	Mike Schulz	$ 288.00
08/27/2007	Mike Shelton	$ 288.00
08/27/2007	Mike Thompson	$ 288.00
08/27/2007	Nancy Riley	$ 288.00
08/27/2007	Neil Brannon	$ 288.00
08/27/2007	Paul Roan	$ 288.00
08/27/2007	Paul Wesselhoff	$ 288.00
08/27/2007	Phil Richardson	$ 288.00
08/27/2007	Purcy Walker	$ 288.00
08/27/2007	R. C. Pruett	$ 288.00
08/27/2007	Randy Bass	$ 288.00
08/27/2007	Randy Terrill	$ 288.00
08/27/2007	Ray McCarter	$ 288.00
08/27/2007	Rex Duncan	$ 288.00
08/27/2007	Richard Morrissette	$ 288.00
08/27/2007	Roger Ballenger	$ 288.00
08/27/2007	Ron Peterson	$ 288.00
08/27/2007	Ryan Kiesel	$ 288.00
08/27/2007	Ryan McMullen	$ 288.00
08/27/2007	Sally Kern	$ 288.00
08/27/2007	Sean Burrage	$ 288.00
08/27/2007	Shane Jett	$ 288.00
08/27/2007	Steve Martin	$ 288.00
08/27/2007	Sue Tibbs	$ 288.00
08/27/2007	Susan Paddack	$ 288.00
08/27/2007	Tad Jones	$ 288.00
08/27/2007	Terry Harrison	$ 288.00
08/27/2007	Todd Lamb	$ 288.00
08/27/2007	Todd Thomsen	$ 288.00
08/27/2007	Tom Ivester	$ 288.00
08/27/2007	Trebor Worthen	$ 288.00
08/27/2007	Wes Hilliard	$ 288.00
	Aggregate Total	$ 23040.00

New Search | Back to Search Results

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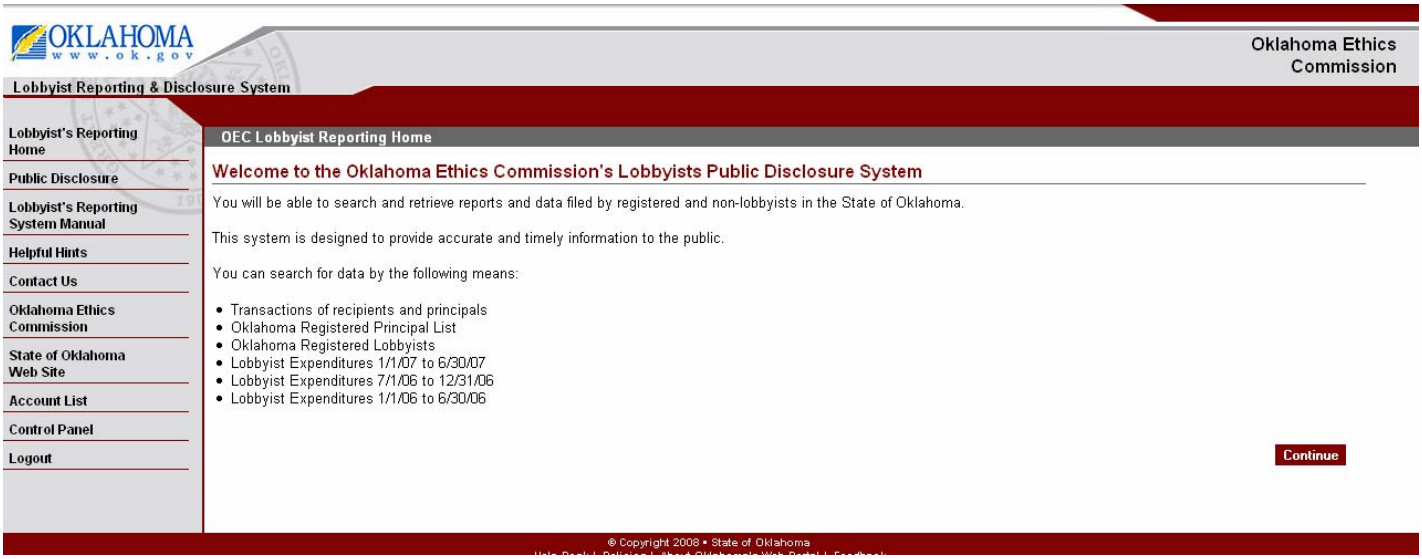
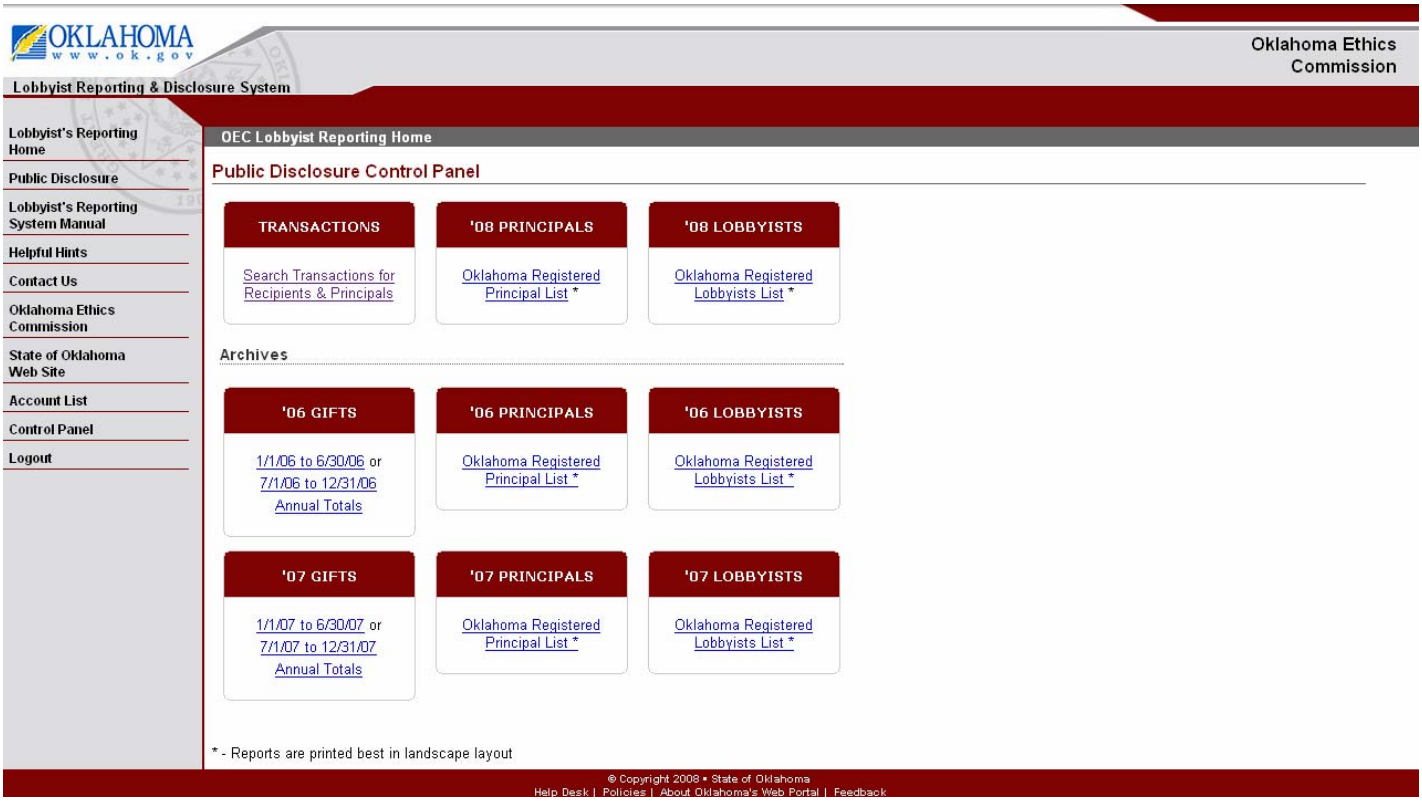
Search by Lobbyist Principal

Step 1: On the OEC Lobbyist Reporting Home Page select the Continue button.

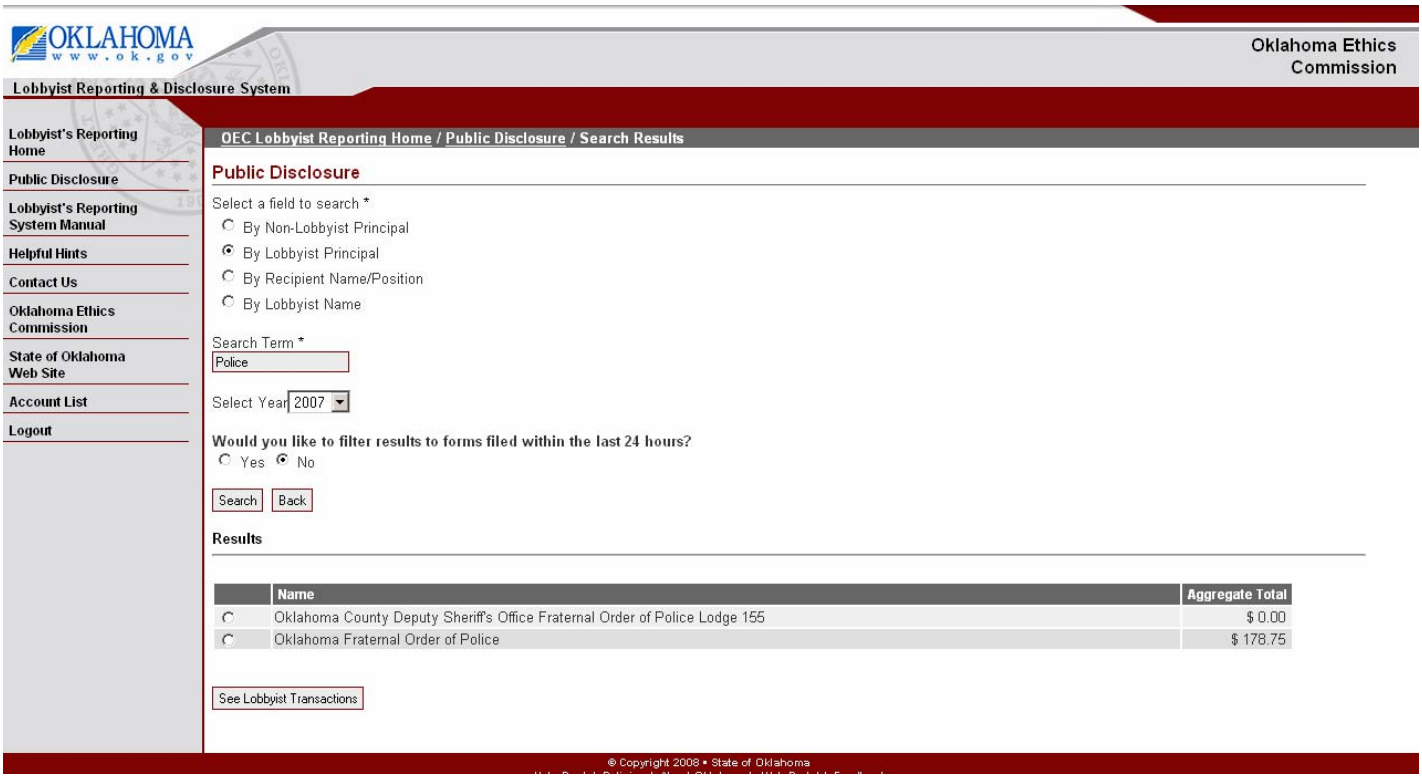


Step 2: On the Public Disclosure Control Panel, select Search Transactions for Recipients & Principals.



Step 3: On the Public Disclosure Control Page, select By Lobbyist Principal, add a Search Term, Select Year, and select the Search button.

Step 4: On the Public Disclosure Page, select the appropriate Name and select See Lobbyist Transactions.



Step 5: Select the New Search button to begin a new search. Select the Back to Results button to return to the previous screen.

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Public Disclosure

Transaction results for principal: Oklahoma Fraternal Order of Police

Date	Recipient	Lobbyist	Amount
03/12/2007	Roger Ballenger	Robert Ernest Stem	$ 10.00
04/11/2007	Ben Sherrer	Robert Ernest Stem	$ 7.25
04/11/2007	Bill Nations	Robert Ernest Stem	$ 7.25
04/11/2007	Danny Morgan	Robert Ernest Stem	$ 7.25
04/11/2007	David Braddock	Robert Ernest Stem	$ 7.25
04/11/2007	Eric Proctor	Robert Ernest Stem	$ 7.25
04/11/2007	Erin Groce	Robert Ernest Stem	$ 7.25
04/11/2007	Jeannie McDaniel	Robert Ernest Stem	$ 7.25
04/11/2007	Jerry McPeak	Robert Ernest Stem	$ 7.25
04/11/2007	John Auffet	Robert Ernest Stem	$ 7.25
04/11/2007	Lucky Lamons	Robert Ernest Stem	$ 7.25
04/11/2007	Purcy Walker	Robert Ernest Stem	$ 7.25
04/11/2007	Scott Bighorse	Robert Ernest Stem	$ 7.25
04/11/2007	Scott Inman	Robert Ernest Stem	$ 7.25
04/11/2007	Terry Harrison	Robert Ernest Stem	$ 7.25
04/11/2007	Vinay Patel	Robert Ernest Stem	$ 7.25
04/12/2007	Bill Brown	Robert Ernest Stem	$ 10.00
04/12/2007	Clark Jolley	Robert Ernest Stem	$ 10.00
04/12/2007	Don Barrington	Robert Ernest Stem	$ 10.00
04/12/2007	Matt Denning	Robert Ernest Stem	$ 10.00
04/12/2007	Pat Padgett	Robert Ernest Stem	$ 10.00
04/12/2007	Sandra Jay	Robert Ernest Stem	$ 10.00
		Aggregate Total	$ 178.75

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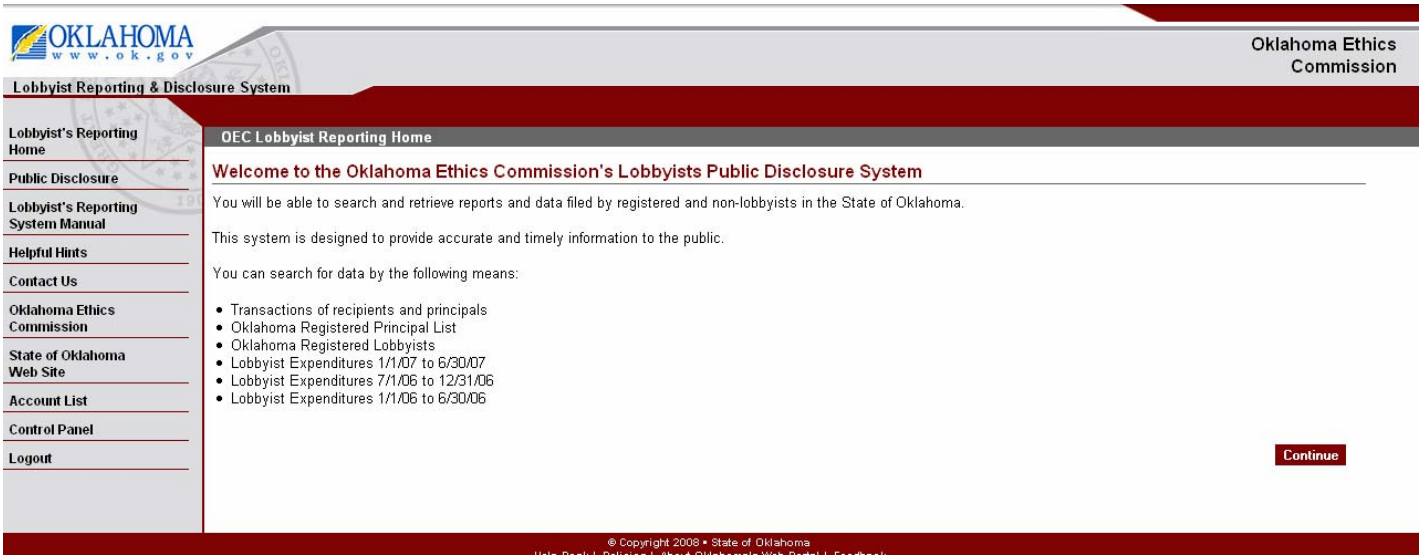
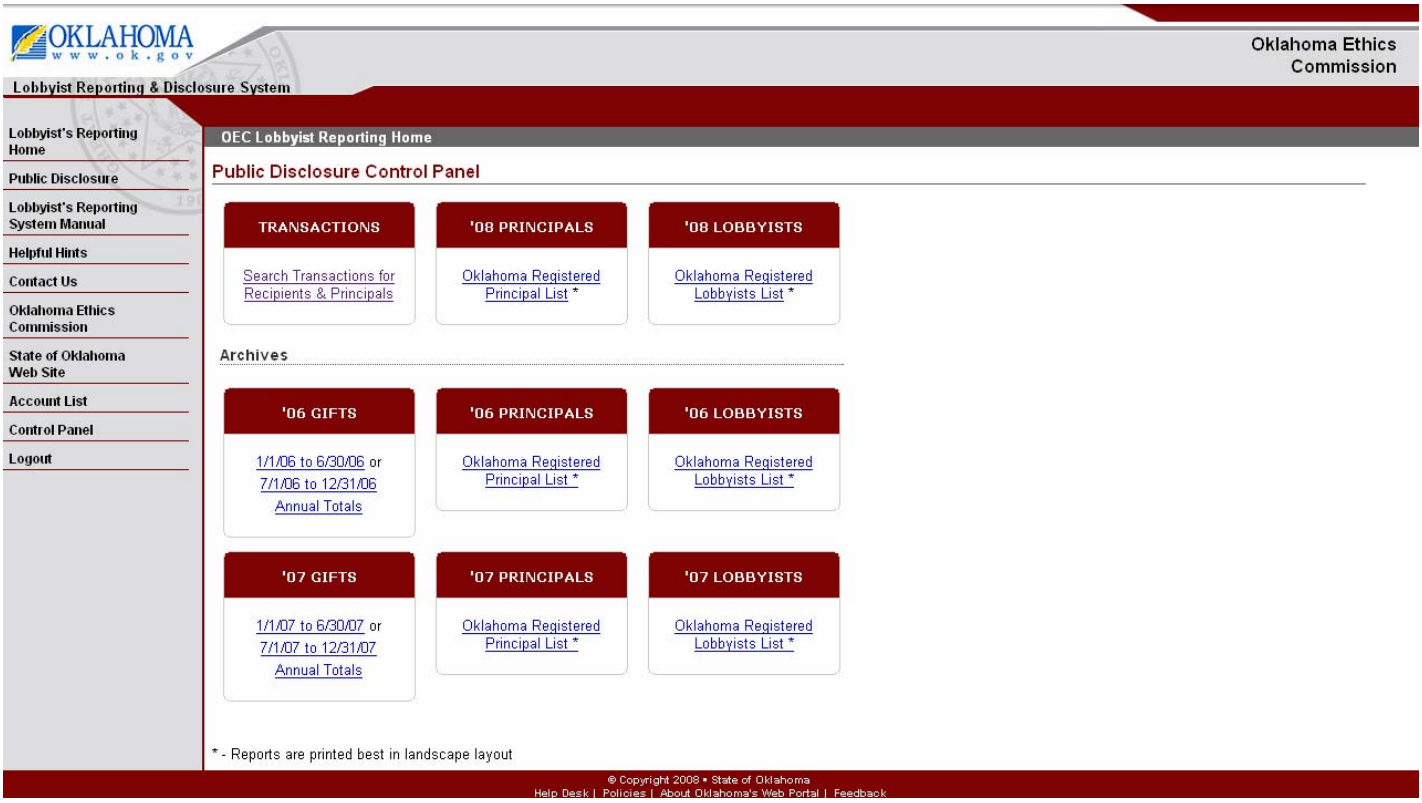
Search by Recipient Name/Position

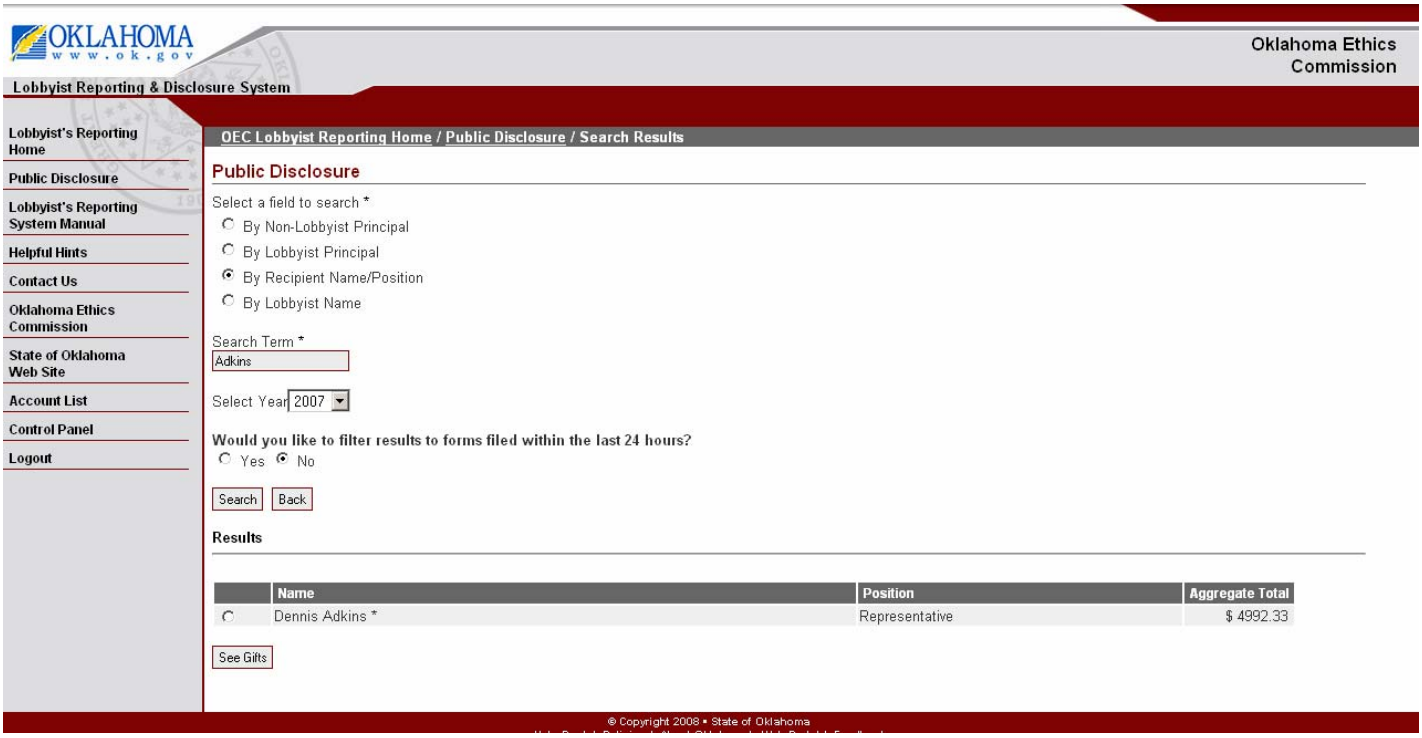
Step 1: On the OEC Lobbyist Reporting Home Page select the Continue button.



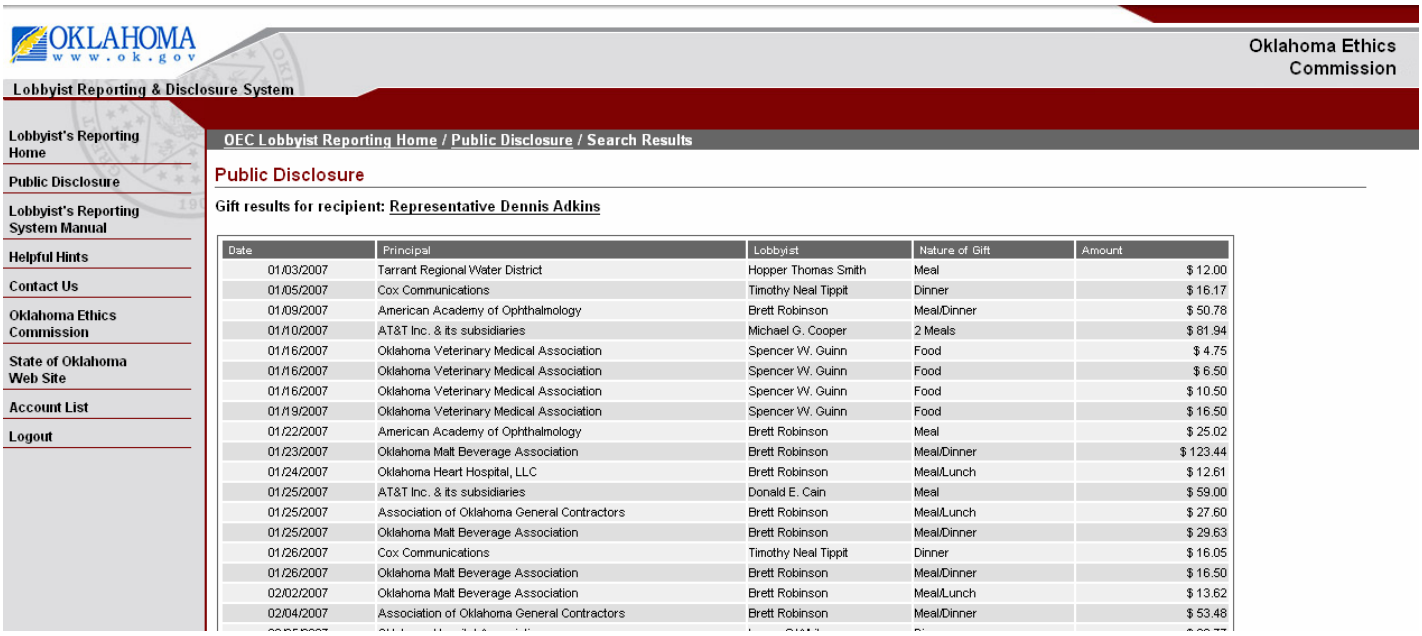
Step 2: On the Public Disclosure Control Panel, select Search Transactions for Recipients & Principals.



Step 3: On the Public Disclosure Control Page, select By Recipient Name/Position, add a Search Term, Select Year, and select the Search button.



Step 4: On the Public Disclosure Control Page, select the name and then select See Gifts.



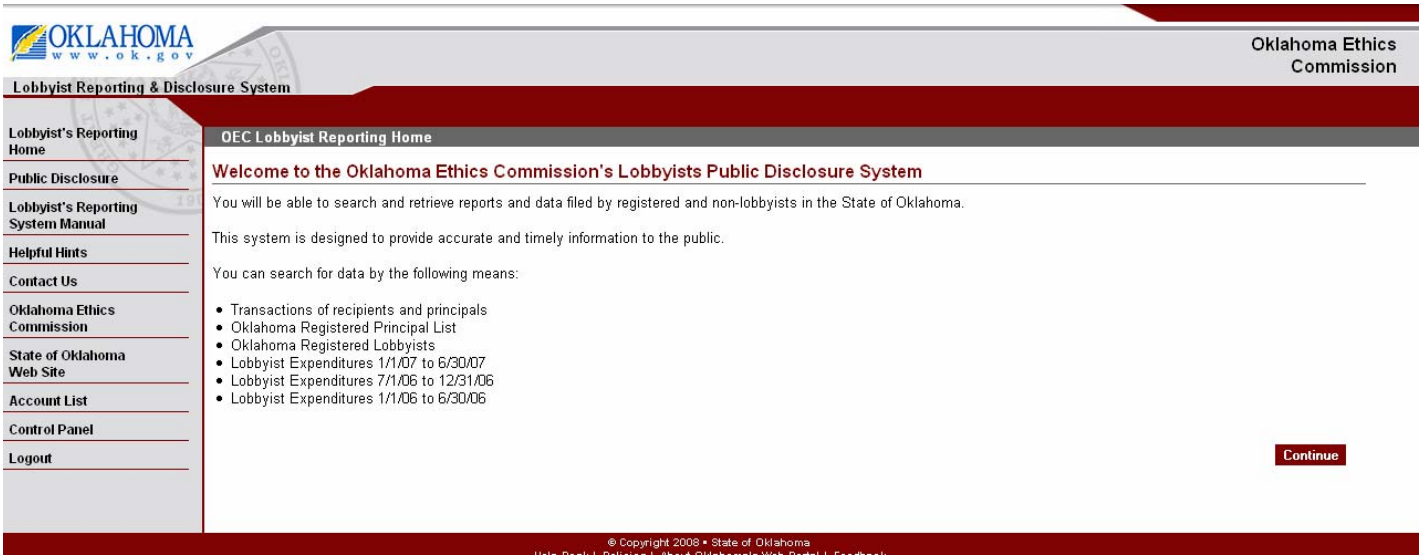
Date	Principal	Lobbyist	Nature of Gift	Amount
01/03/2007	Tarrant Regional Water District	Hopper Thomas Smith	Meal	$ 12.00
01/05/2007	Cox Communications	Timothy Neal Tippit	Dinner	$ 16.17
01/09/2007	American Academy of Ophthalmology	Brett Robinson	Meal/Dinner	$ 50.78
01/10/2007	AT&T Inc. & its subsidiaries	Michael G. Cooper	2 Meals	$ 81.94
01/16/2007	Oklahoma Veterinary Medical Association	Spencer W. Guinn	Food	$ 4.75
01/16/2007	Oklahoma Veterinary Medical Association	Spencer W. Guinn	Food	$ 6.50
01/16/2007	Oklahoma Veterinary Medical Association	Spencer W. Guinn	Food	$ 10.50
01/19/2007	Oklahoma Veterinary Medical Association	Spencer W. Guinn	Food	$ 16.50
01/22/2007	American Academy of Ophthalmology	Brett Robinson	Meal	$ 25.02
01/23/2007	Oklahoma Malt Beverage Association	Brett Robinson	Meal/Dinner	$ 123.44
01/24/2007	Oklahoma Heart Hospital, LLC	Brett Robinson	Meal/Lunch	$ 12.61
01/25/2007	AT&T Inc. & its subsidiaries	Donald E. Cain	Meal	$ 59.00
01/25/2007	Association of Oklahoma General Contractors	Brett Robinson	Meal/Lunch	$ 27.60
01/25/2007	Oklahoma Malt Beverage Association	Brett Robinson	Meal/Dinner	$ 29.63
01/26/2007	Cox Communications	Timothy Neal Tippit	Dinner	$ 16.05
01/26/2007	Oklahoma Malt Beverage Association	Brett Robinson	Meal/Dinner	$ 16.50
02/02/2007	Oklahoma Malt Beverage Association	Brett Robinson	Meal/Lunch	$ 13.62
02/04/2007	Association of Oklahoma General Contractors	Brett Robinson	Meal/Dinner	$ 53.48

04/24/2007	Oklahoma Association of Youth Services, Inc.	Lisette M. Barnes	Meal	$ 5.00
04/30/2007	Chesapeake Energy Corporation	Sarah Katherine Gainer	Entertainment	$ 31.00
04/30/2007	Chesapeake Energy Corporation	Sarah Katherine Gainer	Gift	$ 82.00
05/01/2007	Cox Communications	Timothy Neal Tippit	Gift Basket	$ 32.00
05/02/2007	Marathon Oil Company	Scott Adkins	Meal & Beverage	$ 19.00
05/02/2007	Smaligo Group LLC, The	Lesa Kaye Jolly Borin-Smaligo	Food & Drink	$ 8.15
05/07/2007	3M Traffic Safety Systems Division	Spencer W. Guinn	Food	$ 15.70
05/08/2007	Oklahoma Association of Realtors	Richard Phillips	Refreshments	$ 16.67
05/08/2007	Tarrant Regional Water District	Hopper Thomas Smith	Meal	$ 49.57
05/09/2007	Oklahoma Trial Lawyers Association	Stephen Charles Lewis	Dinner	$ 104.92
05/17/2007	Devon Energy Corporation	Derek Michael Albro	Lunch	$ 6.11
05/23/2007	Farmers Insurance Group	Kimberly D. Decker	Dinner	$ 102.47
06/15/2007	Chesapeake Energy Corporation	Sarah Katherine Gainer	Meal	$ 20.00
06/29/2007	Devon Energy Corporation	Derek Michael Albro	Dinner	$ 44.75
06/30/2007	ConocoPhillips	H J Hugh Reed	Meals within period	$ 83.86
07/17/2007	Test	Sherri Test	Dinner	$ 25.00
08/08/2007	Capital City Associates, Inc.	Brett Robinson	Dinner	$ 156.71
08/09/2007	AT&T Inc. & its subsidiaries	Michael G. Cooper	Meal	$ 42.33
08/09/2007	Anadarko Petroleum Corporation	Larry D Rice	Golf, Foo & Beverage	$ 142.85
08/10/2007	AT&T Inc. & its subsidiaries	Michael G. Cooper	Ticket to PGA Championship	$ 45.00
08/12/2007	SemGroup, LP	Somerlyn Cothran	Golf Ticket	$ 150.00
08/14/2007	Capital City Associates, Inc.	Brett Robinson	Breakfast	$ 9.16
08/14/2007	Capital City Associates, Inc.	Brett Robinson	Lunch	$ 13.44
08/15/2007	Capital City Associates, Inc.	Brett Robinson	Dinner	$ 20.48
08/27/2007		Oklahoma State University	Season football ticket	$ 288.00
08/29/2007	Capital City Associates, Inc.	Brett Robinson	Breakfast	$ 7.23
09/04/2007	Oklahoma Education Association	Patricia J. Smith	Meal	$ 6.00
09/05/2007	Capital City Associates, Inc.	Brett Robinson	Dinner	$ 9.16
09/10/2007	Capital City Associates, Inc.	Brett Robinson	Breakfast	$ 9.16
09/10/2007	Wind Coalition, The	Larry D Rice	Food & Beverage w/ Spouse	$ 51.23
09/13/2007	Capital City Associates, Inc.	Brett Robinson	Breakfast	$ 9.00
09/14/2007	Capital City Associates, Inc.	Brett Robinson	Lunch	$ 13.45
10/31/2007	Chesapeake Energy Corporation	Sarah Katherine Gainer	Meal	$ 9.00
11/08/2007	Chesapeake Energy Corporation	Sarah Katherine Gainer	Meal	$ 40.00
11/12/2007	Sunoco, Inc.	Robert C. Keaton	Dinner	$ 113.00
11/19/2007	Chesapeake Energy Corporation	Sarah Katherine Gainer	Documentary	$ 9.58
11/27/2007	WGRC Inc	Don Williams	Food and beverage	$ 88.87
11/28/2007	Oklahoma Veterinary Medical Association	Spencer W. Guinn	Food	$ 64.75
12/13/2007	Enbridge Energy Company, Inc.	Larry D Rice	Food & Beverage w/ Spouse	$ 91.00
12/18/2007	Oklahoma Association of Optometric Physicians	Spencer W. Guinn	Food	$ 43.98
			Aggregate Total	$ 4992.33

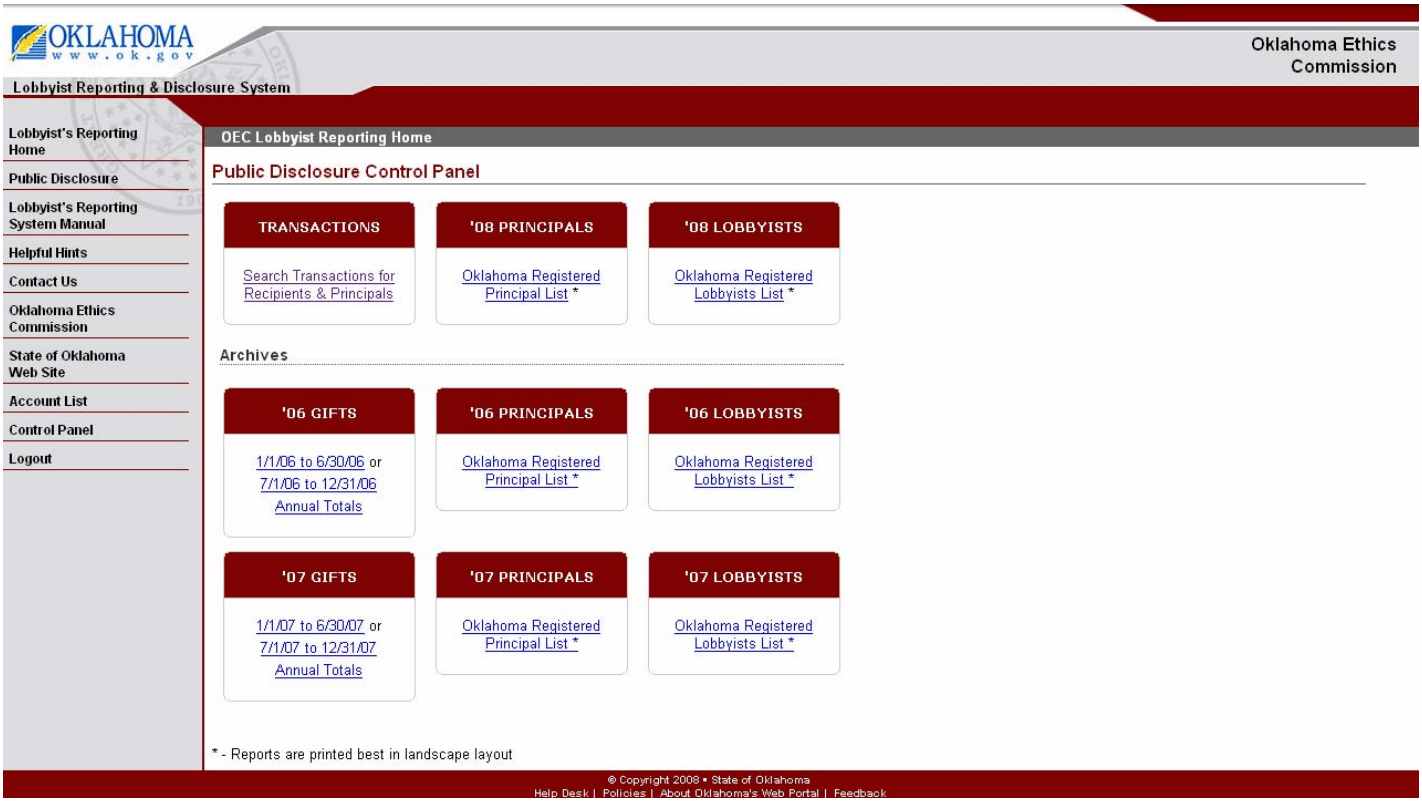
Step 5: Select the New Search button to begin a new search. Select the Back to Results button to return to the previous screen.

Search by Lobbyist Name

Step 1: On the OEC Lobbyist Reporting Home Page select the Continue button.

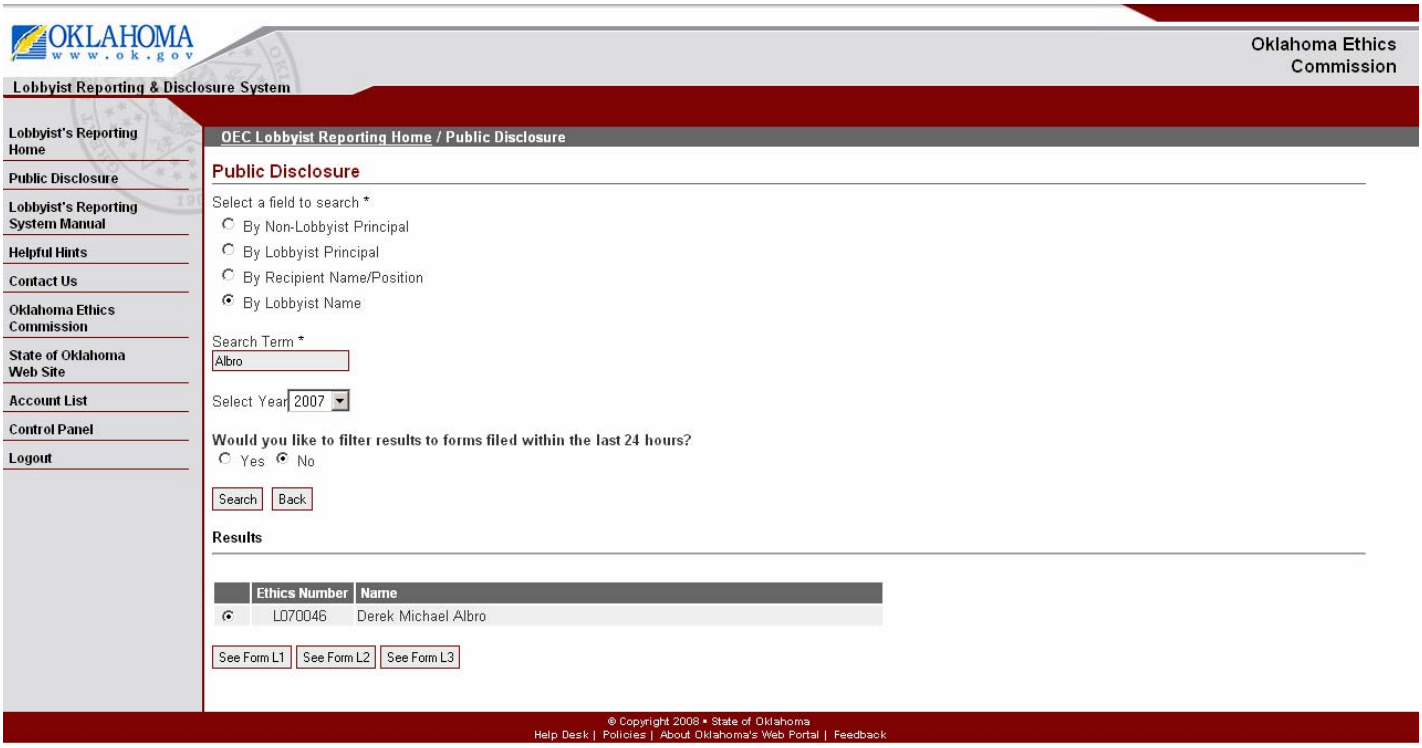


Step 2: On the Public Disclosure Control Panel, select Search Transactions for Recipients & Principals.

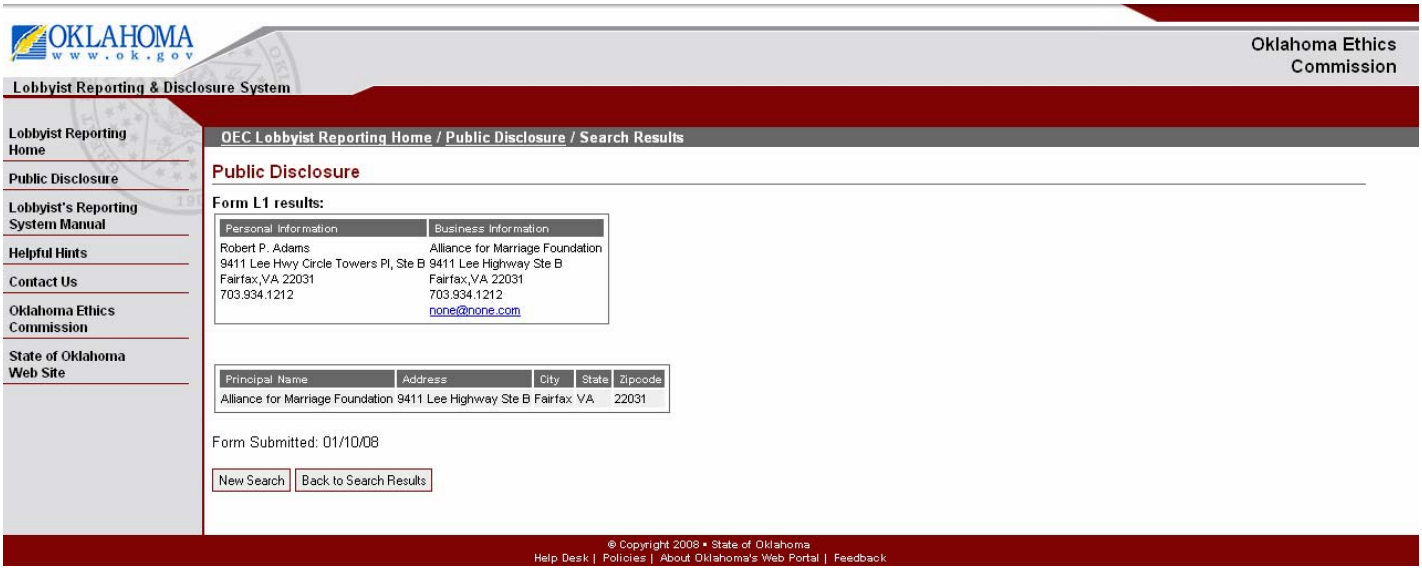


Step 3: On the Public Disclosure Page, select By Lobbyist Name, add a Search Term, Select Year, and select the Search button.

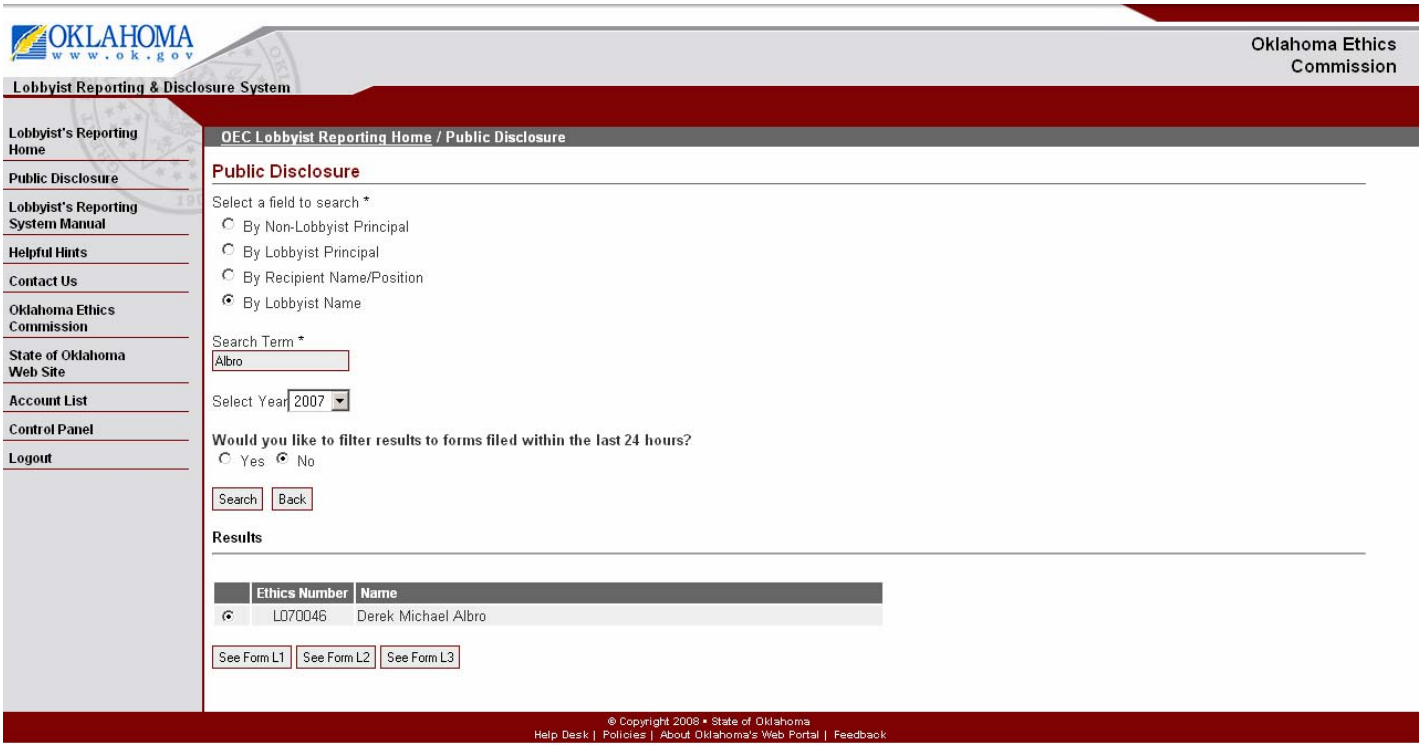
Step 4: On the Public Disclosure Page, select the name and then select See Form L-1 to view the L-1.



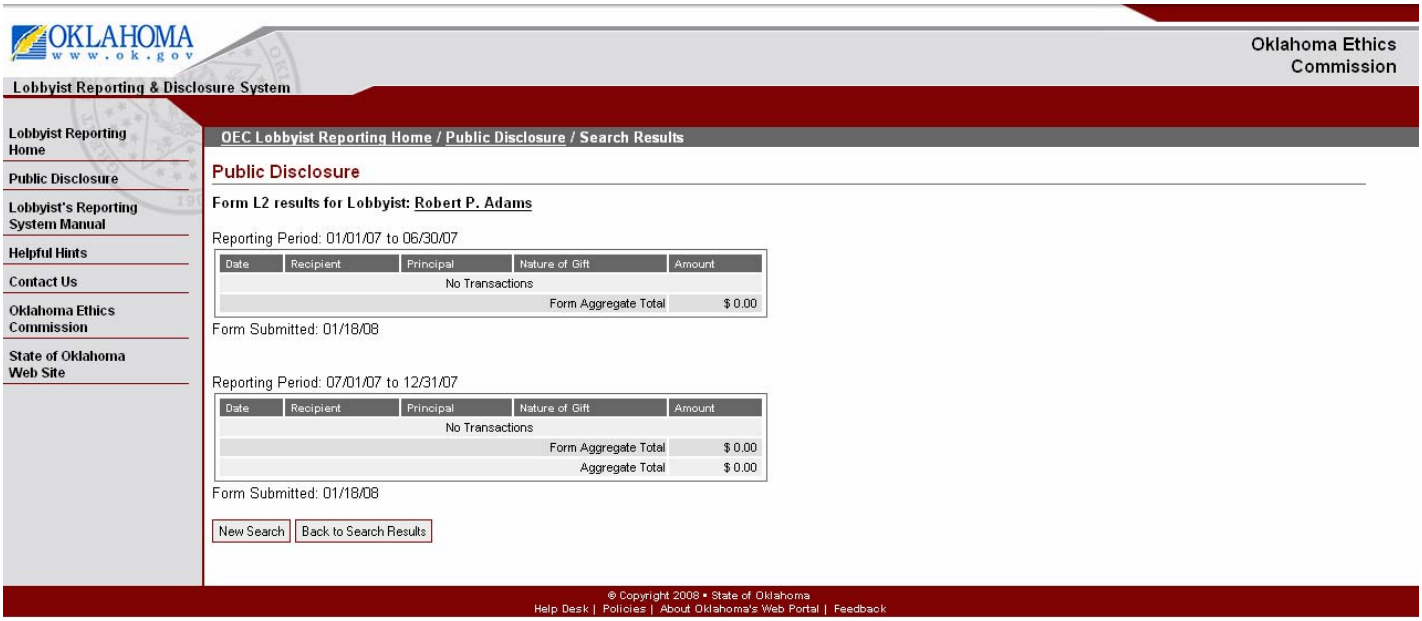
Step 5: On the Public Disclosure Page, select the New Search to initiate a new search or Back to Search Results to view the previous page.



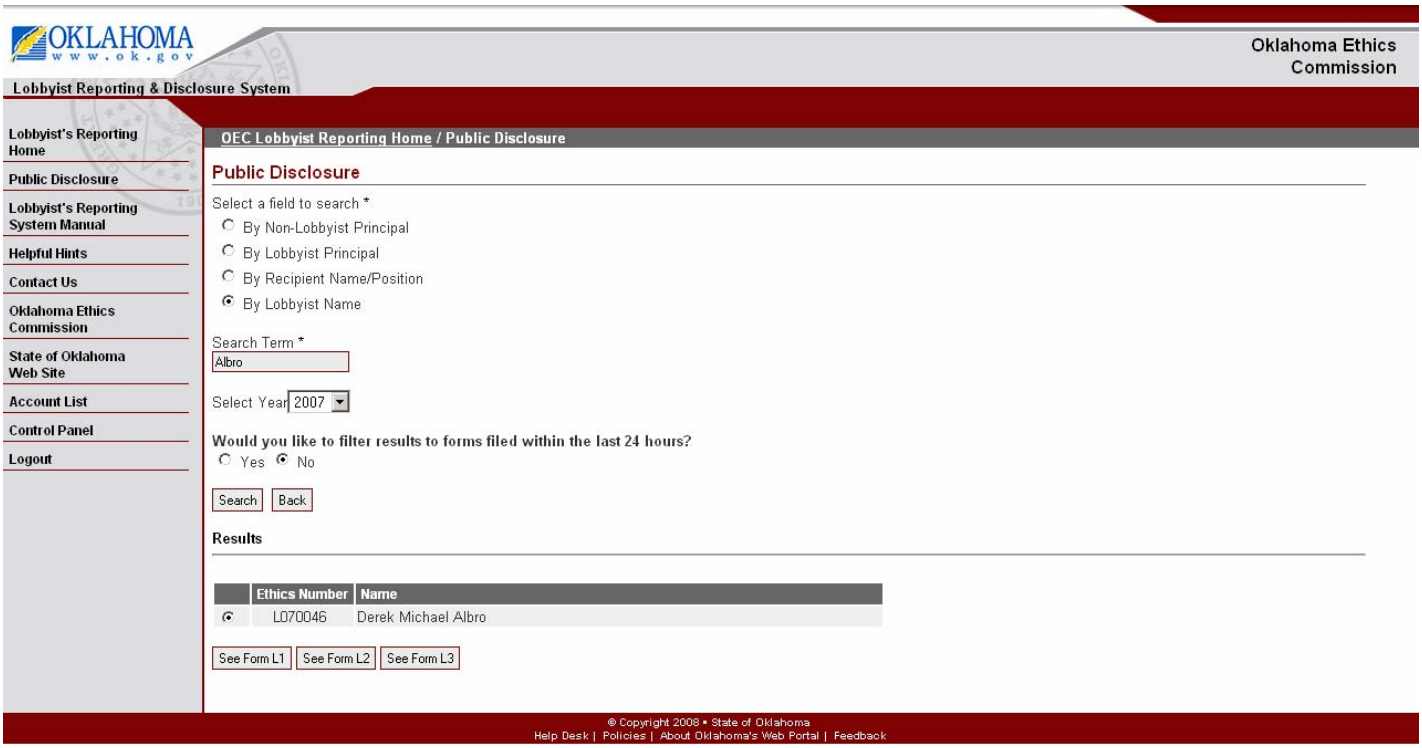
Step 6: On the Public Disclosure Page, select the name and then select See Form L-2 to view the L-2.



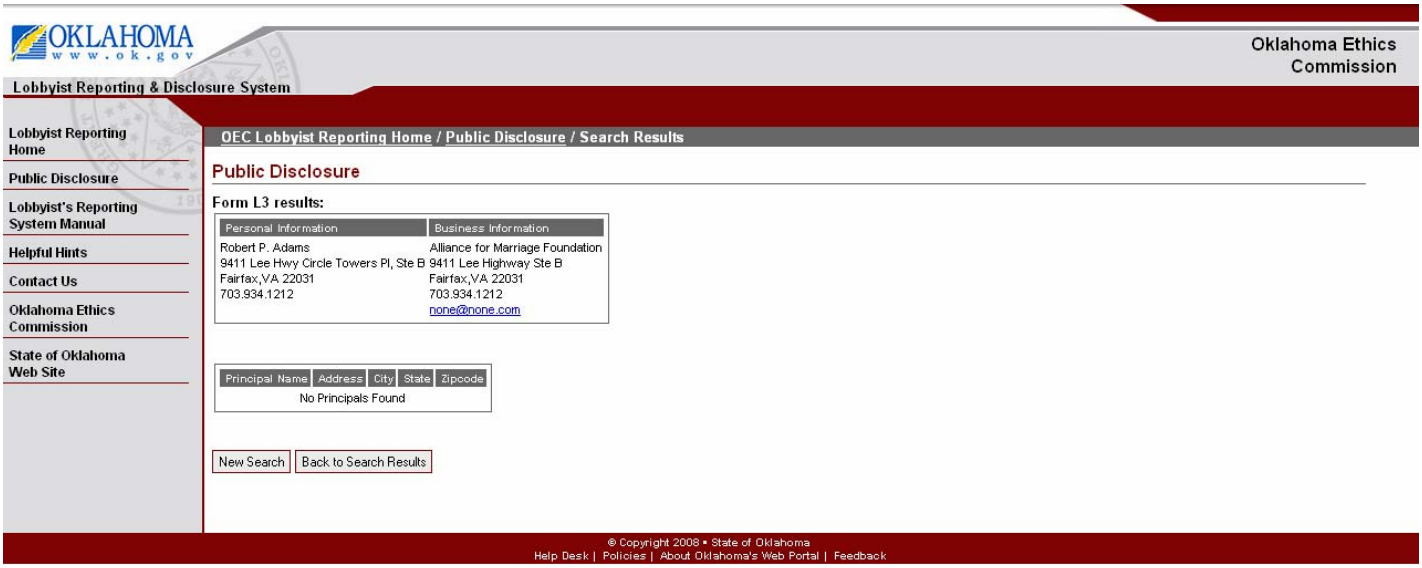
Step 7: On the Public Disclosure Page, select the New Search to initiate a new search or Back to Search Results to view the previous page.



Step 8: On the Public Disclosure Page, select the name and then select See Form L-3 to view the L-3.

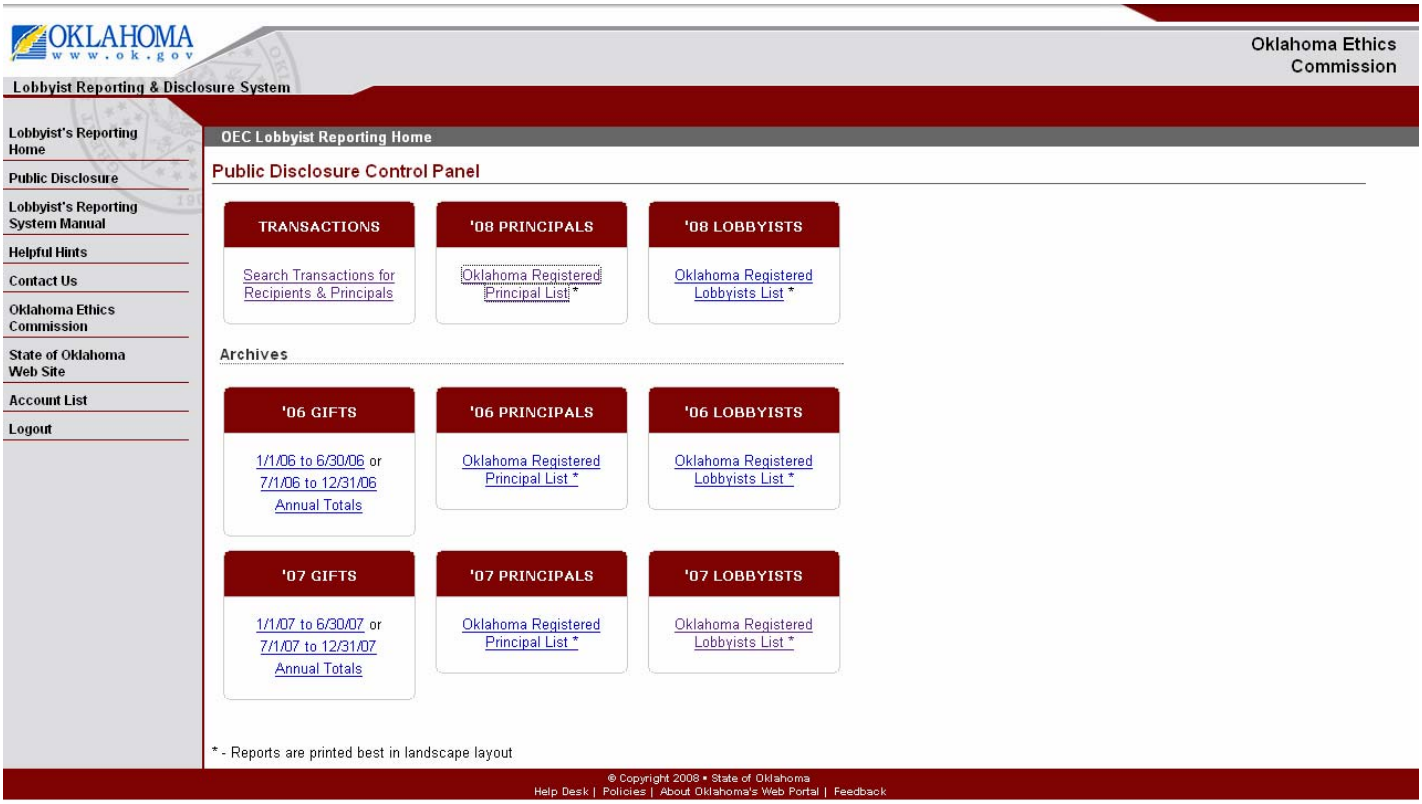


Step 9: On the Public Disclosure Page, select the New Search to initiate a new search or Back to Search Results to view the previous page.



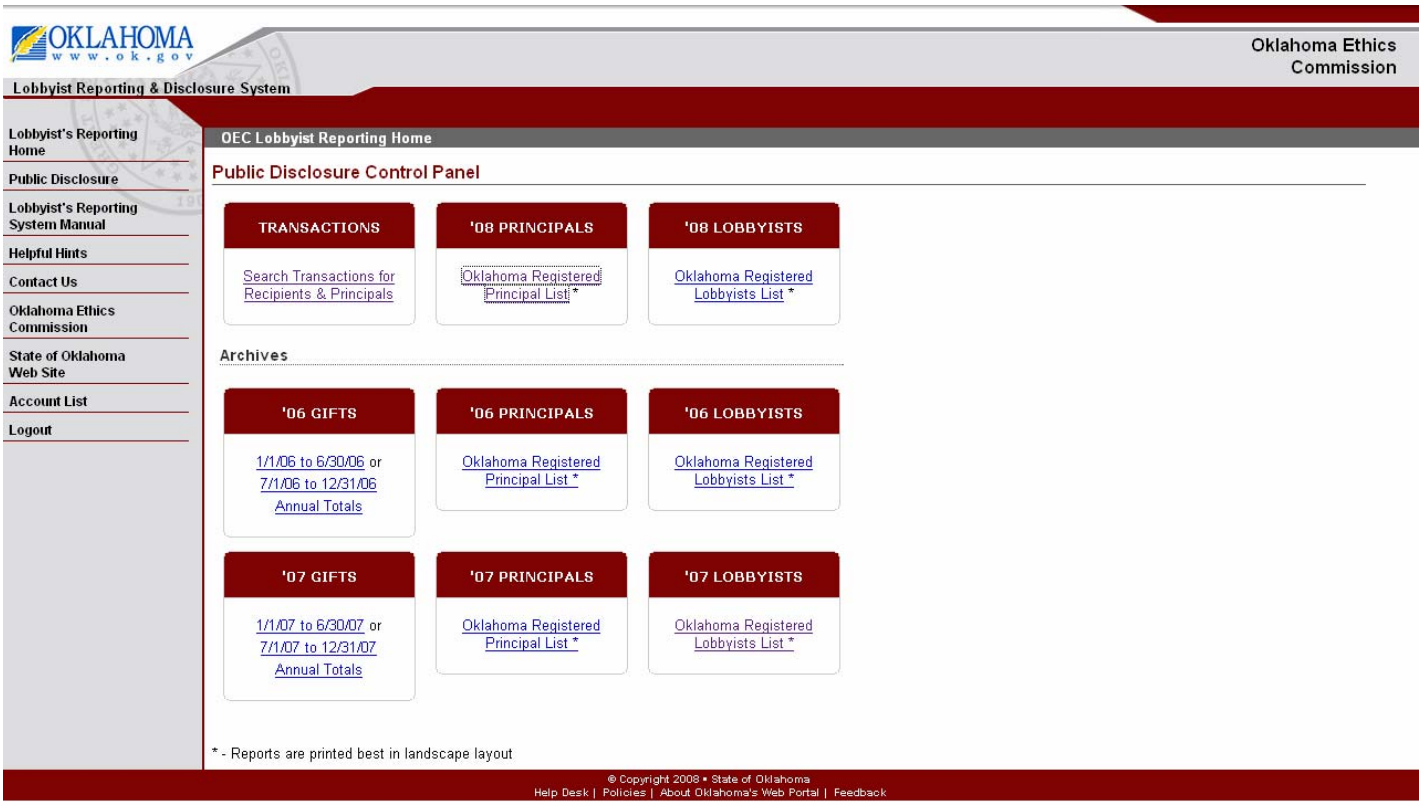
Download List of Registered Principals

Step 1: On the Public Disclosure Control Panel select Archives Oklahoma Registered Principal List ’06 or ’07 for the years 2006 or 2007.



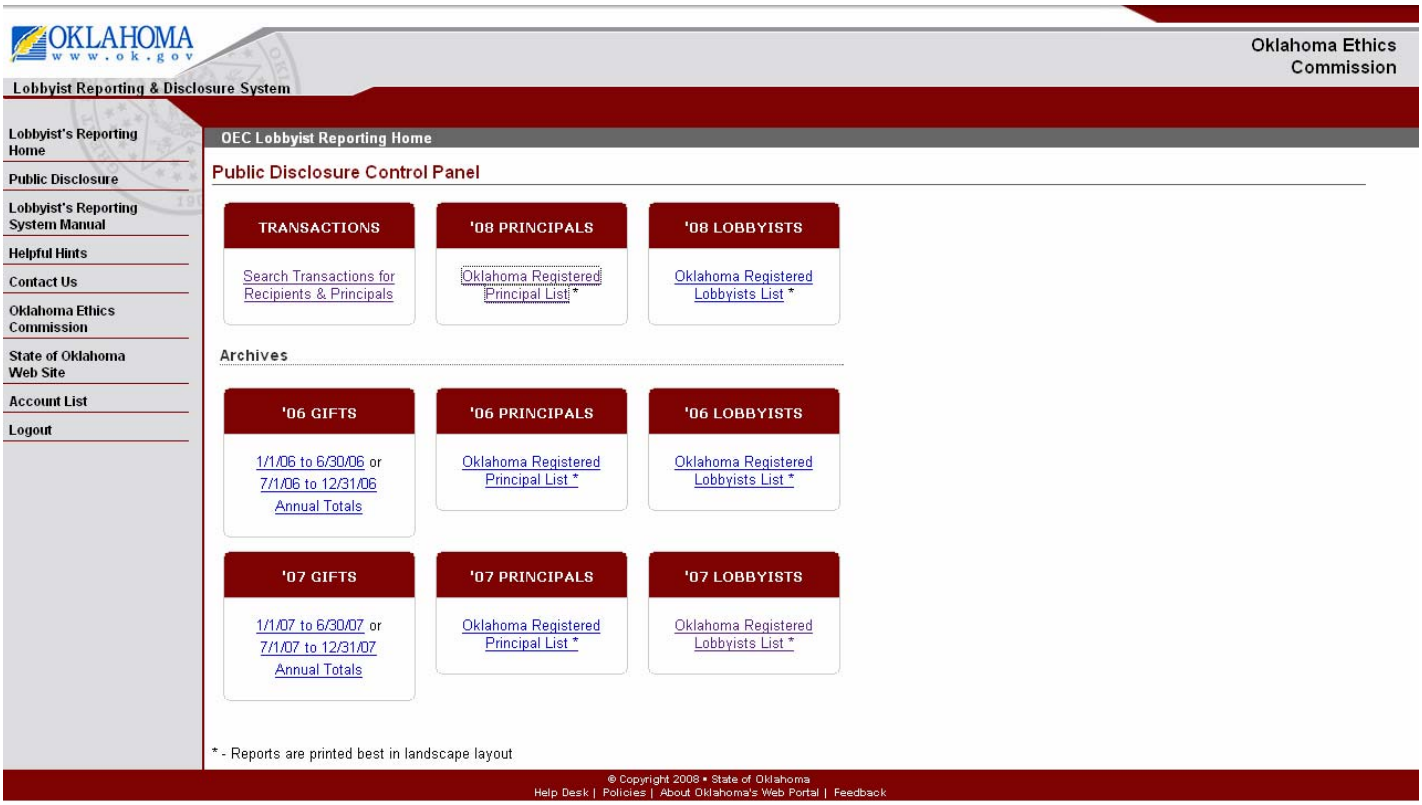
Download List of Registered Lobbyists

Step 1: On the Public Disclosure Control Panel select Archives Oklahoma Registered Lobbyists List ’06 or ’07 for the years 2006 or 2007.



Download Archive of Gifts

Step 1: On the Public Disclosure Control Panel select Archives Gifts ’06 or ’07 for the years 2006 or 2007.



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www.OK.gov
Phone: 405.524.3468 ext 121 or
Toll free: 800.955.3468
Fax: 405.524.3469

Email: info@www.ok.gov

For other questions, please contact:

Oklahoma Ethics Commission
2300 N. Lincoln Blvd Rm. B-5
Oklahoma City, OK 73105
Phone: 405.521.3451
Fax: 405.521.4905