



POLITICAL EVENT REVIEW FORM

Submit to the Ethics Law and Programs Division **no later than one week before event**

NAME, PHONE NUMBER, AND EMAIL OF PERSON WHO FILLED OUT THIS FORM:

1. Name and title of participating PAS: _____

2. Description of the event: _____

3. Date: _____ Time: _____ Place: _____

4. Person(s) hosting the event: _____

5. Is any host a registered lobbyist, registered foreign agent, or Federal political action committee? Yes ☐ No ☐

6. Candidate: _____

7. Will the PAS be speaking at the event (such as a formal speech or informal remarks)? Yes ☐ No ☐

8. If not speaking, will the PAS be introduced or recognized? Yes ☐ No ☐

9. How long will the PAS be at the event? _____

10. Will most attendees be individuals with interests before Commerce? Yes ☐ No ☐

11. How were the invitees selected? _____

12. Number of persons likely to attend: _____

If 20 or fewer people are attending, provide the name and occupation affiliation for each person on a separate sheet and if there is any Commerce connection.

13. Is the PAS mentioned in any literature associated with the event? Yes ☐ No ☐

If "Yes" attach a copy of all such literature (including a website page).

14. Is the PAS mentioned in the invitation? Yes ☐ No ☐

If "Yes" attach a copy of the invitation.

15. If travel is involved, will entire trip be paid for by candidate/campaign? Yes ☐ No ☐

If "No" and the trip involves both official events and campaign events, attach a line-by-line itinerary so that an allocation of costs can be determined based on time spent at official and at political events—the campaign must pay a proportionate share of costs in such case. (For a Presidential election, a check to the U.S. Treasury must be collected covering costs that would have been incurred if there had been no official events during the trip.)