

**INSTRUCTIONS FOR COMPLETION OF THE  
FORM L-3  
CONSENT TO SERVICE OF PROCESS**

A Represented Entity, Governmental Affairs Agent, Governmental Affairs Agent Firm, or Reporting Entity engaging in grassroots lobbying, not a resident of the State of New Jersey, or not a corporation of this State or authorized to do business in this State, shall file a Consent to Service of Process at an address within New Jersey, or by regular mail at an address outside of New Jersey.

- Enter the calendar year on the Form L-3.
- Check the amendment box if this is an amended report.
- Item #1- Enter the name of the entity (Represented Entity, Governmental Affairs Agent, Governmental Affairs Agent Firm, or Reporting Entity engaging in grassroots lobbying) that consents to service of process.
- Item #2- Enter the name and address of the person or entity within the State of New Jersey authorized to accept service **or** enter the out-of-state name and mailing address of the person or entity authorized to accept service.
- An authorized person of the entity listed in Item #1 must sign and date the Form L-3. The authorized person may be a Governmental Affairs Agent employed by the Represented Entity or a responsible Financial or Government Affairs Officer of the Represented Entity; or, the Governmental Affairs Agent (the Governmental Affairs Agent or the Managing or Principal Partner, or the Chief Executive Officer of the Governmental Affairs Agent Firm), or any responsible person authorized by the entity.
- The person authorized to accept service listed in Item #2 must also sign and date the Form L-3.

**MAILING ADDRESS**

Regular U.S. Mail  
ELEC  
P.O. Box 185  
Trenton, NJ 08625-0185

Commercial Carrier: (FedEx, UPS, etc.)  
28 West State Street  
13<sup>th</sup> Floor  
Trenton, NJ 08608

(609)-292-8700