



State of New Jersey

RONALD DEFILIPPIS
Chairman

ELECTION LAW ENFORCEMENT COMMISSION

Respond to:
P.O. Box 185
Trenton, New Jersey 08625-0185

(609) 292-8700 or Toll Free Within NJ 1-888-313-ELEC (3532)

Website: <http://www.elec.state.nj.us/>

JEFFREY M. BRINDLE
Executive Director

JOSEPH W. DONOHUE
Deputy Director

DEMERY J. ROBERTS
Legal Director

STEPHANIE A. OLIVO
Compliance Director

EDWIN R. MATTHEWS
Legal Counsel

October 6, 2016

Dear Governmental Affairs Agent:

Each year registered Governmental Affairs Agents (“Agents”) are required to submit an annual registration fee or the Form ST-5. The annual registration fee for the 2017 calendar year is \$575 and is due no later than **November 15, 2016**. Please remit the fee by check or money order, payable to the “State of New Jersey, Election Law Enforcement Commission.”

If a Represented Entity or firm has more than one registered Agent, the organization or firm may submit one check to pay the fee for all Agents.

Pursuant to N.J.A.C. 19:25-20.6, the Commission will issue name tags only to those Governmental Affairs Agents who have done the following:

- 1) Paid the annual fee; and,
- 2) Filed all required Notices of Representation and Quarterly Reports for the prior 12-month period. (A current list of Represented Entities can be viewed on the Commission’s website.)

According to N.J.A.C. 19:25-20.20, Agents are required to submit two identical, two-by-two inch color photographs along with their initial Registration. The photos should be taken within six months showing a full-face, front view of the Agent with a plain white or off-white background. These photographs will remain on file for a period of five years. Agents required to submit an updated photograph will be notified by the Commission.

Any Agent who has proof of having New Jersey State **tax-exempt status** must provide this information to the Commission annually with his or her request for a badge. The Division of Taxation issues tax-exempt organization certificates (Form ST-5) pursuant to N.J.S.A. 54:32B-9(b). The telephone number for the Division of Taxation is (609) 292-6400. Agents with tax-exempt status are not required to pay the annual fee, but they must comply with the other requirements for receiving a badge.

Any Agent who is a **voluntary filer** must check the designated box on the next page and sign where indicated. Voluntary filers are not required to pay the annual fee, but they must comply with the other requirements for receiving a badge.

Please submit a check or Form ST-5 with this notice. Write the full name and badge number below of each Governmental Affairs Agent whose annual fee is enclosed. If you were notified that an updated photograph was required, and it is enclosed, indicate same below. When sending photographs of Agents for badge renewal purposes, always write the name of the Agent on the back of the image.

Please check one of the following:

- Paying the annual fee with the attached check.
- Tax-exempt and submitting the attached Form ST-5.
- A voluntary filer. Signature of voluntary filer _____

Name	Badge #	Photograph Enclosed
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Please send all materials to:

Regular, U.S. Mail:

ELEC
P.O. Box 185
Trenton, NJ 08625-0185

Commercial Carrier (FedEx, UPS, DHL):

ELEC
28 West State Street – 13th Floor
Trenton, NJ 08608

Thank you for your attention to this matter.