

**Instructions for Completing Form L-400
Lobbying/Client Termination Form**

A lobbyist or lobbying firm must file a Lobbying Termination Form with the City Clerk Department **within 30 days** of ceasing all lobbying activity in the City of Oceanside, or annual reports will continue to be required. After terminating the lobbyist(s) and lobbying firms must file an annual report disclosing the required information covering the period from the last calendar year to the date of termination.

Check the appropriate box(s).

INDIVIDUAL LOBBYIST TERMINATION. Complete Parts I and III. Be sure to indicate the lobbyist whose registration is being terminated.

LOBBYING FIRM TERMINATION. Complete Parts I and III. *Please note that all lobbyists and clients registered with the lobbying firm will also be terminated.*

CLIENT TERMINATION. Complete Parts I, II and III.

Part I. Lobbyist or Lobbying Firm Filer Information

If terminating a registered lobbyist, provide the lobbyist's name and the applicable lobbying firm information.

If terminating a registered lobbying firm, provide the lobbying firm information. All lobbyists and clients registered with the firm will automatically be terminated.

If terminating a registered client, provide lobbying firm information and client information (Part II).

Part II. Client Termination

Provide the name of the client for whom the lobbyist or lobbying firm has ceased representation on Part II.

List the name of the registered client, address, telephone number and the effective date of the termination. If additional space is required, copy and attach sheets.

Part III. Verification by Filer

Type or print the date and city and sign the completed form.

Email the signed form to the below address. Keep the original for your records.

Oceanside City Clerk Department
300 North Coast Highway
Oceanside, CA 92054
Lobbyistinfo@oceansideca.org
FAX 760-967-3922

LOBBYING/CLIENT TERMINATION FORM

PART II – CLIENT TERMINATION

This is to certify that the following client(s) is/are no longer represented by the Lobbyist or Lobbying Firm named in Part I of this form. All representative activities requiring registration pursuant to Oceanside Municipal Code Chapter 16C have ceased for this client.

Date of termination: _____

Name of Registered Client

Business Name

Business Address: (Number and Street)

(City)

(State)

(Zip Code)

Telephone Number

Date of termination: _____

Name of Registered Client

Business Name

Business Address: (Number and Street)

(City)

(State)

(Zip Code)

Telephone Number

Date of termination: _____

Name of Registered Client

Business Name

Business Address: (Number and Street)

(City)

(State)

(Zip Code)

Telephone Number

Date of termination: _____

Name of Registered Client

Business Name

Business Address: (Number and Street)

(City)

(State)

(Zip Code)

Telephone Number

Check box if additional client termination pages are attached