



New Lobbyists Registration Procedures

Complete a registration form along with any supplement registration form(s) for each additional principal. Please ensure all questions on the forms are completed. Incomplete forms will be returned to you unprocessed.

If you register in person:

Pay the registration fee (\$10.00 per lobbyist) to the cashier located on the 4th floor of the County Administration Center, 201 South Rosalind Avenue. Make checks payable to "Orange County Board of County Commissioners." Request two receipts from the cashier. One for your records and one to submit with your registration form to the County Attorney's Office.

Return the completed registration form, along with any supplement registration form(s), and the registration receipt to the County Attorney's Office located on the 3rd floor of the County Administration Center.

If you register by mail:

Remit a check in the amount of \$10.00 (per lobbyist), made payable to:

Orange County Board of County Commissioners

Mail your registration form, with all supplements, and your check to:

Maria K. Vargas, Paralegal
Orange County Attorney's
Office, P.O. Box 1393
Orlando, FL 32802-1393

If all requirements are met, as indicated above, you will receive a notice indicating the time period you are registered to lobby Orange County.

Once you have completed the initial registration process, any supplemental registrations you add later during the term year, as well as next year's lobbyist re-registration may be completed through our online lobbyist portal at: WWW.OCFL.NET/Lobbying.

Questions:

Call (407) 836-7320, ask for Maria Vargas.