FORM SAL - EZ VIDEO (REV. 12/04/2025)

Elaine F. Marshall, North Carolina Secretary of State

2026 STATE AGENCY LIAISON ZERO EXPENSE REPORT SHORT FORM

If you have reportable expenditures, use Form SAL-QERLF.

Lobbying Compliance Division
Department of the Secretary of State
PO Box 29622
Raleigh, NC 27626-0622

PHONE: (919) 814-5270
EMAIL: lobbyistfiling@sosnc.gov
WEB: https://www.sosnc.gov/divisions/lobbying/forms

STREET ADDRESS: 2 South Salisbury Street
Raleigh, NC 27601-2903

☐ **AMENDED REPORT** (Check if amending previously filed report.) **Original Tracking #**_____

Period:
☐ **Quarter Ended March 31, 2026**
☐ **Quarter Ended June 30, 2026**
☐ **Quarter Ended September 30, 2026**
☐ **Quarter Ended December 31, 2026**

Name of Liaison as Registered: _____

Complete Name of Governmental Entity: _____

You **must** mark one of these boxes. If you choose to deliver the paper original document to the Division, and fail to do so, the report will not be deemed filed until the date we receive it, which may make your report late. 18 NCAC 12 .0308.

☐ I choose to maintain the paper original inked, signed, and notarized lobbying expense report in my own records for three years as required by Administrative Rule 18 NCAC 12 .1301; OR

☐ I choose to deliver the paper original inked, signed, and notarized lobbying expense report to the Lobbying Compliance Division of the Secretary of State within seven days as required by Administrative Rule 18 NCAC 12 .0214.

IMPORTANT INSTRUCTIONS FOR LIAISON AND NOTARY

The Liaison MUST sign and date this section. To certify report under oath, venue (state and county where notarized) and jurat **must** also be completed. **WARNING**: Incomplete certification or notarization may result in the rejection of this report.

STATE OF _____ **(Must be filled in)**

COUNTY OF _____ **(Must be filled in)**

The undersigned, being first duly sworn, hereby certifies that I had no expenditures pursuant to G.S. 120C-402 to report for this quarterly period and that all information contained herein (including any attachments hereto) is true, complete and correct to the best of my knowledge and belief.

_____ _____
Signature of Liaison **Date**

Sworn to (or affirmed) and subscribed before me, this _____ day of _____, 202_____

_____
Signature of Notary Public

_____
Printed Name of Notary Public

My commission expires: _____. **(NOTARY STAMP OR SEAL)**

Signature of report preparer if other than liaison: _____
Printed name of report preparer if other than liaison: _____

You only have to sign as the report preparer if: (1) you are not the liaison required to file the report, **and** (2) you exercised discretion and independent judgment in filling it out.

FOR INFORMATIONAL USE ONLY; DISCARD BEFORE FILING.

- Expense reports are due quarterly, regardless of whether reportable expenditures are made, no later than **15** business days after the end of the calendar quarter.
- Do not use a zero expense report form for a monthly report or for a quarterly report that requires incorporation of a prior monthly report. Incomplete reports may be rejected.
    - In addition, any reportable expenditure incurred while the General Assembly is in session with respect to lobbying legislators and legislative employees is reportable monthly no later than **10** business days after the end of the month.
    - The information reported on any monthly report should be incorporated by reference on the long quarterly report form in the space provided.
- Please choose which kind of record keeping method you are utilizing for this report. IF THE LOBBYING COMPLIANCE DIVISION IS TO MAINTAIN THE ORIGINAL EXPENSE REPORT, please submit the completed (notarized) report(s) by one of the following methods:
    - By United States mail addressed to the Lobbying Compliance Division, NC Secretary of State, Post Office Box 29622, Raleigh, North Carolina 27626-0622,
    - By hand-delivery in person or by a designated delivery service authorized pursuant to NCGS §1A-1, Rule 4, to the Lobbying Compliance Division, NC Secretary of State, 2 South Salisbury Street, Raleigh, NC 27601-2903.
- If you have an electronic notarization, submit completed reports electronically with electronic notarization transmitted to the Department by 11:59 PM of the filing deadline.
- Any e-mail to lobbyistfiling@sosnc.gov shall be transmitted to the Department no later than 11:59 PM on the filing deadline date, provided the original signed document is submitted to the Department within seven calendar days of the e-mail transmission.
- Any document attached to the filing other than the Department's form, must be compatible with, or convertible to Microsoft Word.