



*State of New Jersey*

## ELECTION LAW ENFORCEMENT COMMISSION

THOMAS H. PROL  
Chairman

RYAN PETERS  
Commissioner

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Commissioner

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

(609) 292-8700

Website: [www.elec.nj.gov/](http://www.elec.nj.gov/)

JEFFREY M. BRINDLE  
Executive Director

JOSEPH W. DONOHUE  
Deputy Director

STEPHANIE A. OLIVO  
Compliance Director

EDWIN R. MATTHEWS  
Legal Counsel

October 19, 2023

Dear Governmental Affairs Agent:

All registered Governmental Affairs Agents are required to pay an annual fee of \$575.00 or provide proof of having NJ tax-exempt status (Form ST-5) no later than **November 15, 2023**.

Payment shall be made electronically via our website, or by check or money order, payable to the "State of New Jersey, Election Law Enforcement Commission." There are two forms of electronic payments available; an e-check, which does not include a service fee, or payment by credit card which requires a 2.3% convenience fee plus \$0.50. A Represented Entity or Firm with more than one Agent may submit one payment to cover all Agents in the organization. Agents with tax-exempt status are not required to pay the annual fee, however, must submit proof of tax-exempt status and must also comply with the other requirements for receiving a badge.

The Commission will issue name tags only to those Governmental Affairs Agents who have paid the annual fee and filed all required Notices of Representation (Form NR) and Quarterly Reports (Form Q-4) for the prior 12-month period. Any Agent that would like to have their photograph updated for appearance on their renewal badge can send in pictures with their renewal paperwork or contact compliance staff for instructions to submit electronically.

A Governmental Affairs Agent who intends to no longer perform lobbying activities in the State should file a Notice of Termination (Form NT). Non-payment of the annual fee and failure to file the required Notice of Termination may result in an unintended administrative termination, requiring an agent to file additional forms to re-register.

If submitting a check or ST-5 by mail, please send in the attached sheet with the information requested, including the full name and badge number of each Agent whose annual fee is enclosed.

If paying electronically on the Commission's website, click on "ELEC ePayments." Here you will be able to select your payment method and enter the full name and badge number of each Agent whose fee is being submitted electronically in the "Additional Information" box on the ePayments screen.

Should you have any questions please contact a member of the Compliance staff of the Commission.

Sincerely,

Compliance Staff

Organization or Governmental Affairs Agent submitting renewal:

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Please check one of the following:

- ☐ Paying the annual fee with the attached check.
- ☐ Tax-exempt and submitting the attached Form ST-5.
- ☐ Voluntary filer.    Signature of voluntary filer \_\_\_\_\_

Name	Badge #
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Please send all materials to:

**Regular, U.S. Mail:**

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

**Commercial Carrier (FedEx, UPS, DHL):**

ELEC  
25 South Stockton Street – 5<sup>th</sup> Floor  
Trenton, NJ 08608

Thank you for your attention to this matter.