

Commission on Governmental Ethics and Election Practices Mail: 135 State House Station, Augusta, Maine 04333 Office: 45 Memorial Circle, Augusta ME, 04333

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## LEGISLATIVE DESIGNEE CHANGE FORM FOR STATE DEPARTMENTS & AGENCIES

Coversheet

## **Instructions**

*Initial Registration.* Do not use this form if you have not already submitted the Registration of Legislative Designee(s) for State Departments & Agencies.

Amending a registration. A department or agency must notify the Commission in writing within fifteen (15) business days of any change to its legislative designees. After the annual registration is submitted, the department or agency must submit this form to add or remove a legislative designee.

Schedules. To amend the Department/Agency's registration, please complete this Coversheet. Please list all new Legislative Designees on Schedule A. Please list all Legislative Designees that you wish to remove from your registration on Schedule B. Please duplicate the pages as needed.

Public listing. A list of all legislative designees will be available to the public on the Commission's website.

Department / Agency Information				
Department /Agency Name				
Main Office Mailing Address				
City	State	Zip		
Person Completing Form				
Full Name	Title			
Mailing Address (if different from the main office)				
City	State	Zip		
Email	Phone	Fax		
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Department/Agency:	Page#:
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## SCHEDULE A ADD LEGISLATIVE DESIGNEES

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Mailing Address (if different)	Bureau/Division	Phone
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Name	Title	Email
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Mailing Address (if different)	Bureau/Division	Phone

Department/Agency:	Page#:
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## SCHEDULE B REMOVE LEGISLATIVE DESIGNEES

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