Shirley N. Weber, Ph.D.
California Secretary of State
Political Reform Division
1500 11th Street | Sacramento, CA 95814 | 916.653.6224 | prd@sos.ca.gov

Action Needed

Subject: Lobbying Registration Renewal for the 2027-2028 Legislative Session

Dear Filing Community,

The registration and renewal period for Lobbyists, Lobbying Firms, Lobbyist Employers, and Lobbyist Coalitions for the 2027-2028 Legislative Session starts on November 1, 2026, and closes on December 31, 2026**.** All current registrations expire at the end of the year. If lobbying activities cease by December 31, 2026, then no action is needed.

The availability of the CAL-ACCESS Replacement System (CARS) has been postponed to February 16, 2027. Therefore, follow the registration and renewal process described below.

How to File – Use the Current Paper and Emailed Submission Process for the Lobbying Registration Period

- Option #1 - Submit the lobbying registration and/or renewal documents, as a .PDF attachment, with a digital signature(s), by email to digitalfiling@sos.ca.gov. For instructions on how to file with a digital signature, click here: Digital Signature.

- Option #2 - Submit the lobbying registration and/or renewal documents with original ink signature(s) by mail to: Political Reform Division, Secretary of State, 1500 11th Street, Room 495, Sacramento, CA 95814.
    - To receive a stamped copy of the submitted paper filings, include a written request for a stamped copy, one additional copy of the documents, and include a self-addressed stamped envelope in the mailed packet.

Registrations using the current paper and emailed submission process and submitted after the December 31, 2026, registration deadline will be accepted until February 3, 2027. These submissions will be entered into the legacy Cal-Access system in preparation for the final data conversion and migration effort to the new CAL-ACCESS system. To reduce the risk of having a paper or emailed submission rejected, submit registration and renewal filings as early as possible to allow sufficient time for data entry and processing.

After the new CAL-ACCESS becomes available on February 16, 2027, all filings will be submitted online. Directions to file online through the new CAL-ACCESS will be made available by mid-January 2027.

Ensure the following documents are included in the submission packet.

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- ☐ Lobbying Registration Statement(s)
  - Form 601 - Lobbying Firm Registration Statement and
  - Form 602 - Lobbying Firm Activity Authorization

    or,
  - Form 603 – Lobbyist Employer/Lobbying Coalition Registration Statement

- ☐ Form 604 – Lobbyist Certification Statement for each in-house lobbyist

- ☐ Recent photograph of each lobbyist showing only their head and shoulders
  - Utilize this Lobbyist Photo Submission Form for quicker processing. This form is also located on the Cal-Access home page.

- ☐ $100 Registration Fee for each in-house lobbyist
  - Email prdlobbying@sos.ca.gov to receive a link to pay online.
  - Or mail a check payment with all required documents.

California Government Code Section 86103 requires lobbyists to attend an ethics course as a condition of registration. Lobbyists renewing their certification must take the course by June 30, 2027, if they have not completed the course in the previous 12 months. New lobbyists must complete the course within 12 months of registering. Questions about the ethics course registration can be emailed to: Stacey.Medlock@sen.ca.gov. The course registration form is available here: http://seth.senate.ca.gov/sites/seth.senate.ca.gov/files/Lobbyist-signup-form.pdf.

Do you have questions about lobbyists' obligations under the Political Reform Act? The FPPC Lobbying Manual is a helpful guide that provides detailed information about registration, reporting, and ethics training obligations. These obligations are also summarized on the FPPC's website here: https://www.fppc.ca.gov/learn/lobbyist-rules/lobbying-registration-reporting-and-ethics-training.html

Sincerely,
Political Reform Division
(916) 653-6224
prdlobbying@sos.ca.gov
A printable version of this letter is available on our website.