**Section 560.320 Large Gatherings and Giveaways**

a) *Expenditures incurred for hosting receptions, benefits and other large gatherings held for purposes of goodwill or otherwise to influence executive, legislative or administrative action to which there are twenty-five (25) or more State officials invited shall be reported* *listing the total amount of the expenditure, the date of the event,* the estimated total number of persons in attendance (officials and non-officials), *and the estimated number of officials in attendance.* (Section 6 of the Act)

b) Expenditures incurred for generic gifts or product samples for goodwill to influence executive, legislative or administrative action where 25 or more officials receive substantially identical items shall be reported by listing the total amount of the expenditure, a description of the gift or product sample, the date of purchase or distribution and the estimated number of officials receiving the item. The reportable cost for product samples should be the market price of the product, or if it is not presently being sold, its estimated value.

c) Options for reporting large gatherings and giveaways that are sponsored by more than one entity:

1) If all sponsors are registered, the total cost of the gathering may be prorated, and each entity's share reported on its own expenditure report. Each entity shall report the information required in subsection (a) of this Section. Alternatively, each sponsor may report the actual amount of its contribution instead of the prorated amount.

2) If one or more of the sponsors are not registered, all sponsoring entities may unite to register an umbrella entity for the purpose of reporting the gathering or giveaway. The umbrella entity reports the information required in subsection (a) of this Section. A registered sponsor need not report the event on its expenditure report. A nonregistered sponsor whose lobbying activities are limited to this sponsorship need not register separately. Alternatively, nonregistered sponsors may register and report as described in subsection (c)(1) of this Section.

3) A nonregistered sponsor who is a member of a registered association may report the expenditure through the association by filing an Expenditure Report Large Gatherings or Giveaways Schedule, along with a Grass Roots Lobbying Statement, with the association's authorized agent. The sponsor may use this option only when the association co-sponsors the event or consents to attach the forms to its expenditure report.

d) A nonregistered sponsor of a large gathering or giveaway held at a national or multi-state conference or seminar at which Illinois officials are expected to attend need not register if its lobbying activity is limited to sponsorship of this event, provided that all persons who register for the conference are invited to the gathering or offered the giveaway item. A sponsor that is already registered under the Act must report expenditures on behalf of Illinois officials to the extent feasible.

(Source: Amended at 21 Ill. Reg. 405, effective January 1, 1997)