
COMMITTEE ON ETHICS

REQUEST TO SOLICIT FOR OFFICIALLY-SANCTIONED COMPETITIONS

This form is submitted by the undersigned to request the permission of the Committee on Ethics to seek outside, private financial or in-kind support for the named officially-sanctioned competition (Competition) in the Member's district, **in this and future years**. Your request is granted once this form is returned to you with the approval signatures of the Committee Chair and Ranking Member. **This form may be submitted to 1015 Longworth House Office Building or EthicsCommittee@mail.house.gov.**

Member Name: _____ Date: _____

Member Signature: _____

Office Address: _____ Office Telephone: _____

Staff Contact and Email: _____

Name of Competition: _____ Sponsor: _____

The Committee hereby approves the above request to solicit donations (including in-kind) on behalf of the Competition for this year and future years, provided any such solicitations adhere to the following guidelines and restrictions. Permission is granted only for the above named Competition. Requests to solicit for any other officially-sanctioned competition must be made separately.

- (1) Any written solicitation may not be on official stationery.
- (2) Donations for costs, services, and items to support the Competition may be solicited from individuals, for-profit entities, and non-profit organizations. Examples of permissible donations include technical assistance with the Competition, sponsoring an awards ceremony, prizes for entrants and winners of the Competition, and gifts for judges valued at less than \$50.
- (3) Donations of technical assistance with and prizes for the entrants and winners of the Competition must be provided directly to the sponsor for equal distribution to the Competition entrants and winners of all participating Member offices if the value of the donation from a single source is more than \$50.
- (4) All other donations of financial and other assistance solicited shall *not* be directed to the participating Member's office; instead, they should be directed to the Competition entrants or businesses involved in the Competition. Thus, for example, any prize valued at less than \$50 for a winner of the Competition should be given directly to the relevant Competition entrant by the prize donor, and funds to pay for a reception for the Competition entrants should be paid directly to the persons providing the goods or services.
- (5) Registered federal lobbyists and agents registered under the Foreign Agents Registration Act may not be targeted in any solicitation. Any solicitation of a corporation should thus not be directed to the corporation's government relations office, but rather to a non-lobbyist official with the corporation.

Chair

Ranking Member