



Orange County Public Schools
**LOBBYIST & VENDOR REPORTING FORM
OF LOBBYING, MEETINGS, AND CONTACTS**

INSTRUCTIONS:

Lobbyists and Vendors shall transmit the following information regarding any meetings or contacts with School Board Members, Procurement Officials, Staff Members with Contracting Authority or the Superintendent:

Contact Information
Name of the OCPS person with whom you communicated: _____
Title of the OCPS person: _____
Date of the Communication: _____ Approximate Time: _____
Location of the meeting, if applicable: _____ _____
Name of each Business Associate, Entity, Principal or Vendor represented in the course of the particular contact: _____ _____ _____
The topic of the contact or meeting: _____ _____ _____

Certification:
I swear and affirm that the information contained in this "herein", to the best of my knowledge and belief is true, correct and complete.
Signature: _____
Print Name: _____ Date: _____

Rev. 072621

RETURN FORM TO:
Vivian Cocotas, Esq., Ethics Compliance Officer
Orange County Public Schools
Office of Legal Services
445 W. Amelia St.
Orlando, FL 32801-1129
Tel: 407-317-3200 x2977 Fax: 407-317-3348
Vivian.Cocotas@ocps.net