

**Institutional Membership Authorization**

**Instructions:** Fill out Sections 1 and 2 when appropriated funds are used for membership fees. When non-appropriated funds are used, fill out Section 2 only.

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| **Section 1** |  |
| **Organization Name:** |       |
| **Address:**  |       |
|  |       |
|  |       |
| **Non-Lobbying Certification:** | *[Must be completed by organization if membership to be paid with* |
| *appropriated funds. A separately provided statement from the organization will also suffice.]* |
|  |
| *“To the best of my knowledge, this organization does not employ anyone who is required to* |
| *register as a lobbyist in accordance with Texas Government Code, Chapter 305.”* |
|  |
|       |  |       |
| **Name** |  | **Title** |
|  |
|  |  |       |
| **Signature** |  | **Date** |
|  |  |  |
| **Section 2** |  |
| **Department:** |       |
| **Membership Dues Amount:** |       |
| **Benefits to be Derived from Membership:** |
|       |
|  |
|       |  |  |  |  |
| **Requester** | **Signature**  |  **Date** |
|  |  |  |  |
|  | **Approval** | **Date** |
|  |
| **Texas Ethics Commission Lobby List Checked** |
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|  |
|  |  |  |
| **Accounts Payable**  |  | **Date** |