



U.S. House of Representatives

# COMMITTEE ON ETHICS

## Employee Post-Travel Disclosure Form

☒ Original ☐ Amendment

This form is for disclosing the receipt of travel expenses from private sources for travel taken in connection with official duties. This form does not eliminate the need to report privately-funded travel on the annual *Financial Disclosure Statements* of those employees required to file them. In accordance with House Rule 25, clause 5, you must complete this form and file it with the Clerk of the House, B-81 Cannon House Office Building, within 15 days after travel is completed. Please *do not* file this form with the Committee on Ethics.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Name of Traveler: Isabela Belchior
2. a. Name of Accompanying Relative: \_\_\_\_\_ OR None ☐  
b. Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): \_\_\_\_\_
3. a. Dates: Departure: 11/6/2019 Return: 11/7/2019  
b. Dates at Personal Expense, if any: \_\_\_\_\_ OR None ☐
4. Departure City: Washington, DC Destination: Nashville Return City: Washington
5. Sponsor(s), Who Paid for the Trip: Sound Exchange
6. Describe Meetings and Events Attended: Lunch with singers/songwriters, meeting with owners of small-scale recording studio, dinner with industry
7. Attached to this form are each of the following, signify that each item is attached by checking the corresponding box: writers
  - a. ☒ a completed Sponsor Post-Travel Disclosure Form;
  - b. ☒ the Primary Trip Sponsor Form completed by the trip sponsor prior to the trip, including all attachments and the Grantmaking or Non-Grantmaking Sponsor Forms;
  - c. ☒ page 2 of the completed Traveler Form submitted by the employee; and
  - d. ☒ the letter from the Committee on Ethics approving my participation on this trip.
8. a. I represent that I participated in each of the activities reflected in the attached sponsor's agenda.  
Signify statement is true by checking the box: ☒  
b. If not, explain: \_\_\_\_\_

LEGISLATIVE RESOURCE CENTER  
2019 DEC -4 AM 9:27  
U.S. HOUSE OF REPRESENTATIVES

I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

Signature of Traveler: Isabela Date: 11-25-2019

I authorized this travel in advance. I have determined that all of the expenses listed on the attached *Sponsor Post-Travel Disclosure Form* were necessary and that the travel was in connection with the employee's official duties and would not create the appearance that the employee is using public office for private gain.

Name of Supervising Member: Sylvia Garcia Date: 11-25-2019  
Signature of Supervising Member: Quia K. Guco December 2, 2019



U.S. House of Representatives

# COMMITTEE ON ETHICS

## Sponsor Post-Travel Disclosure Form

☒ Original ☐ Amendment

This form must be completed by an officer of any organization that served as the primary trip sponsor in providing travel expenses or reimbursement for travel expenses to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form must be provided to each House Member, officer, or employee who participated on the trip *within ten days of their return*. You must answer all questions, and check all boxes, on this form for your submission to comply with House rules and the Committee's travel regulations. Failure to comply with this requirement may result in the denial of future requests to sponsor trips and/or subject the current traveler to disciplinary action or a requirement to repay the trip expenses.

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

1. Sponsor(s) who paid for the trip: SoundExchange

2. Travel Destination(s): Nashville, TN

3. Date of Departure: 11/06/2019 Date of Return: 11/07/2019

4. Name(s) of Traveler(s): Natalie Knight, Isebel Belchior

Note: You may list more than one traveler on a form only if *all* information is *identical* for each person listed.

5. Actual amount of expenses paid on behalf of, or reimbursed to, each individual named in Question 4:

	Total Transportation Expenses	Total Lodging Expenses	Total Meal Expenses	Total Other Expenses (dollar amount per item and description)
Traveler	\$232.85	\$189 (room)+ \$31.31 (tax)= \$220.32	\$55.49	\$12 Hall of Fame tour \$129.88 ground transport \$37.50 Studio B tour
Accompanying Family Member				

6. All expenses connected to the trip were for actual costs incurred and not a *per diem* or lump sum payment. Signify statement is true by checking box: ☒

I certify that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: Anjula Singh Date: 11/14/2019

Name: Anjula Singh Title: EVP and CFO

Organization: SoundExchange

I am an officer of the above-named organization. Signify statement is true by checking box: ☒

Address: 733 10th St. NW Floor 10 Washington, DC 20001

Telephone: 202-640-5858 Email: mcarmony@soundexchange.com

Committee staff may contact the above-named individual if additional information is required.

If you have questions regarding your completion of this form, please contact the Committee on Ethics at 202-225-7103.



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# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Isabela Belchior
2. Sponsor(s) who will be paying for the trip: SoundExchange
3. City and State OR Foreign Country of Travel: Nashville, TN
4. a. Date of Departure: 11/06/2019 Date of Return: 11/07/2019  
b. Will you be extending the trip at your personal expense? ☐ Yes ☒ No  
If yes, list dates at personal expense: \_\_\_\_\_
5. a. Will you be accompanied by a family member at the sponsor's expense? ☐ Yes ☒ No If yes:  
(1) Name of Accompanying Family Member: \_\_\_\_\_  
(2) Relationship to Traveler: ☐ Spouse ☐ Child ☐ Other (specify): \_\_\_\_\_  
(3) Accompanying Family Member is at least 18 years of age: ☐ Yes ☐ No
6. a. Did the trip sponsor answer "Yes" to Question 8(c) on the *Primary Trip Sponsor Form* (i.e., travel is sponsored by an entity that employs a registered federal lobbyist or a foreign agent)? ☒ Yes ☐ No  
b. If yes, and you are requesting lodging for two nights, explain why the second night is warranted:  
\_\_\_\_\_  
\_\_\_\_\_
7. *Primary Trip Sponsor Form* is attached, including agenda, invitee list, and any other attachments and contributing sponsor forms: ☒ Yes ☐ No  
NOTE: The agenda should show the traveler's individual schedule, including departure and arrival times and identify the specific events in which the traveler will be participating.
8. Explain why participation in the trip is connected to the traveler's individual official or representational duties. Staff should include their job title and how the activities on the itinerary relate to their duties.  
As Counsel for Congresswoman Garcia, I am responsible for Judiciary Committee issues including copyright and other issues specific to the music industry.
9. Is the traveler aware of any registered federal lobbyists or foreign agents involved planning, organizing, requesting, or arranging the trip? ☐ Yes ☒ No
10. For staff travelers, to be completed by your employing Member:

### ADVANCED AUTHORIZATION OF EMPLOYEE TRAVEL

I hereby authorize the individual named above, an employee of the U.S. House of Representatives who works under my direct supervision, to accept expenses for the trip described in this request. I have determined that the above-described travel is in connection with my employee's official duties and that acceptance of these expenses will not create the appearance that the employee is using public office for private gain.

Signature of Employing Member

Sylvia R. Garcia

Date

10/7/2019



U.S. House of Representatives

# COMMITTEE ON ETHICS

## Primary Trip Sponsor Form

This form should be completed by private entities offering to provide travel or reimbursement for travel to House Members, officers, or employees under House Rule 25, clause 5. A completed copy of the form (and any attachments) should be provided to each invited House Member, officer, or employee, who will then forward it to the Committee together with a *Traveler Form* at least 30 days before the start date of the trip. The trip sponsor should *NOT* submit the form directly to the Committee. The Committee website ([ethics.house.gov](http://ethics.house.gov)) provides detailed instructions for filling out the form.

**NOTE:** Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001. Failure to comply with the Committee's Travel Regulations may also lead to the denial of permission to sponsor future trips.

1. Sponsor who will be paying for the trip: SoundExchange
2. I represent that the trip will not be financed, in whole or in part, by a registered federal lobbyist or foreign agent. Signify that the statement is true by checking box: ☒
3. **Check only one.** I represent that:
  - a. The primary trip sponsor has not accepted from any other source, funds intended directly or indirectly to finance any aspect of the trip: ☒ OR
  - b. The trip is arranged without regard to congressional participation and the primary trip sponsor has accepted funds only from entities that will receive a tangible benefit in exchange for those funds: ☐ OR
  - c. The primary trip sponsor has accepted funds from other source(s) intended directly or indirectly to finance all or part of this trip and has enclosed disclosure forms from each of those entities. ☐If "c" is checked, list the names of the additional sponsors: \_\_\_\_\_
4. Provide names and titles of **ALL** House Members *and* employees you are inviting. For each House invitee, provide an explanation of why the individual was invited (include additional pages if necessary): Invitees (attached) are responsible for copyright and other issues specific to the music industry for Members involved with copyright policy.
5. Is travel being offered to an accompanying family member of the House invitee(s)? ☐ Yes ☒ No
6. Date of Departure: 11/06/2019 Date of Return: 11/07/2019
7. a. City of departure: Washington, DC  
b. Destination(s): Nashville, TN  
c. City of return: Washington, DC
8. **Check only one.** I represent that:
  - a. The sponsor of the trip is an institution of higher education within the meaning of section 101 of the Higher Education Act of 1965: ☐ OR
  - b. The sponsor of the trip does not retain or employ a registered federal lobbyist or foreign agent: ☐ OR
  - c. The sponsor employs or retains a registered federal lobbyist or foreign agent, but the trip is for attendance at a one-day event *and* lobbyist / foreign agent involvement in planning, organizing, requesting, or arranging the trip was *de minimis* under the Committee's travel regulations. ☒
9. **Check only one of the following:**
  - a. I checked 8(a) or (b) above: ☐
  - b. I checked 8(c) above but am not offering any lodging: ☐
  - c. I checked 8(c) above and am offering lodging and meals for one night: ☒ OR
  - d. I checked 8(c) above and am offering lodging and meals for two nights: ☐ If you checked this box, explain why the second night of lodging is warranted: \_\_\_\_\_



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10. Attached is a detailed agenda of the activities House invitees will be participating in during the travel (i.e., an hourly description of planned activities for trip invitees). *Indicate agenda is attached by checking box:* ☒
11. *Check only one of the following:*
- a. I represent that a registered federal lobbyist or foreign agent will not accompany House Members or employees on any segment of the trip. *Signify that the statement is true by checking box:* ☒ **OR**
- b. *Not Applicable.* Trip sponsor is a U.S. institution of higher education: ☐
12. For *each* sponsor required to submit a sponsor form, describe the sponsor's interest in the subject matter of the trip *and* its role in organizing and/or conducting the trip:
- SoundExchange is the sole sponsor of the trip and is responsible for all aspects of organizing and conducting the trip.
- SoundExchange is the independent nonprofit performance rights organization that collects and distributes digital performance royalties to artists and copyrights holders.
13. *Answer parts a and b. Answer part c if necessary:*
- a. Mode of travel: Air ☒ Rail ☐ Bus ☐ Car ☐ Other ☐ (specify: \_\_\_\_\_)
- b. Class of travel: Coach ☒ Business ☐ First ☐ Charter ☐ Other ☐ (specify: \_\_\_\_\_)
- c. If travel will be first class, or by chartered or private aircraft, explain why such travel is warranted:
- \_\_\_\_\_
14. I represent that the expenditures related to local area travel during the trip will be unrelated to personal or recreational activities of the invitee(s). *Signify that the statement is true by checking box:* ☒
15. *Check only one.* I represent that either:
- a. The trip involves an event that is arranged or organized *without regard* to congressional participation and that meals provided to congressional participants are similar to those provided to or purchased by other event attendees: ☐ **OR**
- b. The trip involves events that are arranged specifically *with regard* to congressional participation: ☒
- If "b" is checked:
- 1) Detail the cost *per day* of meals (approximate cost may be provided): Approximately \$61 per day
- 2) Provide the reason for selecting the location of the event or trip: Nashville allows us to educate staff about the economic and cultural realities of this policy area in one of the cities most impacted by the digital music industry.
16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:
- Hotel Name: Hyatt House City: Nashville, TN Cost Per Night: \$220
- Reason(s) for Selecting: Provides appropriate staff/security arrangements and close proximity to locations on agenda.
- Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_
- Reason(s) for Selecting: \_\_\_\_\_
- Hotel Name: \_\_\_\_\_ City: \_\_\_\_\_ Cost Per Night: \_\_\_\_\_
- Reason(s) for Selecting: \_\_\_\_\_
17. I represent that all expenses connected to the trip will be for actual costs incurred and not a per diem or lump sum payment. *Signify that the statement is true by checking box:* ☒



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# COMMITTEE ON ETHICS

18. Total Expenses for each Participant:

<input type="checkbox"/> Actual Amounts	Total Transportation Expenses per Participant	Total Lodging Expenses per Participant	Total Meal Expenses per Participant
<input checked="" type="checkbox"/> Good Faith Estimates			
For each Member, Officer, or Employee	\$224	\$220	\$61
For each Accompanying Family Member	n/a	n/a	n/a

	Other Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$97	Tour ticket (\$12), Ground transportation (\$85)
For each Accompanying Family Member	n/a	n/a

NOTE: Willful or knowing misrepresentations on this form may be subject to criminal prosecution pursuant to 18 U.S.C. § 1001.

19. Check only one:

a. I certify that I am an officer of the organization listed below: ☒ OR

b. Not Applicable. Trip sponsor is an individual or a U.S. institution of higher education. ☐

20. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip. ☒

21. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: \_\_\_\_\_

Date: 09/19/2019

Name: Anjula Singh

Title: EVP and CFO

Organization: SoundExchange

Address: 733 10th St NW; 10th Floor, Washington DC 20001

Telephone: 202-499-5474

Email: Mcarmody@soundexchange.com

If there are any questions regarding this form, please contact the Committee at the following address:

## Committee on Ethics

U.S. House of Representatives

1015 Longworth House Office Building, Washington, D.C. 20515

Phone: 202-225-7103 General Fax: 202-225-7392

Theodore E. Deutch, Florida  
*Chairman*

Kenny Marchant, Texas  
*Ranking Member*

Grace Meng, New York  
Susan Wild, Pennsylvania  
Dean Phillips, Minnesota  
Anthony Brown, Maryland

John Ratcliffe, Texas  
George Holding, North Carolina  
Jackie Walorski, Indiana  
Michael Guest, Mississippi



ONE HUNDRED SIXTEENTH CONGRESS

**U.S. House of Representatives**  
**COMMITTEE ON ETHICS**

Thomas A. Rust  
*Staff Director and Chief Counsel*

David W. Arrojo  
*Counsel to the Chairman*

Christopher A. Donesa  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
Facsimile: (202) 225-7392

November 4, 2019

Ms. Isabela Belchior  
Office of the Honorable Sylvia R. Garcia  
1620 Longworth House Office Building  
Washington, DC 20515

Dear Ms. Belchior:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Nashville, Tennessee, scheduled for November 6 to 7, 2019, sponsored by SoundExchange. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

You must complete an Employee Post-Travel Disclosure Form (which your employing Member must also sign) and file it, together with a Sponsor Post-Travel Disclosure Form completed by the trip sponsor, with the Clerk of the House within 15 days after your return from travel. As part of that filing, you are also required to attach a copy of this letter and both the Traveler and Primary Trip Sponsor Forms (including attachments) you previously submitted to the Committee in seeking pre-approval for this trip. If you are required to file an annual Financial Disclosure Statement, you must also report all travel expenses totaling more than \$390 from a single source on the "Travel" schedule of your annual Financial Disclosure Statement covering this calendar year. Finally, Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting information provided to the Committee for three subsequent Congresses from the date of travel.

If you have any further questions, please contact the Committee's Office of Advice and Education at extension 5-7103.

Sincerely,

Theodore E. Deutch  
Chairman

Kenny Marchant  
Ranking Member

TED/KM:mso



## AGENDA

### SoundExchange Congressional Staff Fact Finding Trip Nashville, TN – November 6, 2019

Wednesday, November 6, 2019

8:37 am ET – Depart DCA – American Airlines Flight #4423

9:45 am CT – Arrive Nashville International Airport. Board Bus

10:45 am – Arrive Nashville Songwriters Association International (NSAI) [1710 Roy Acuff Place Nashville, TN]

11:00 am – 11:30 am – Welcome and SoundExchange 101

*An educational primer about the mission and make-up of SoundExchange, how/why its creation was called for by Congress, and its unique role in today's overall music ecosystem—representing the interests of recording artists and major and indie record labels. Presentation will include a discussion of how legislation potentially affects the many sectors of the music industry that intersect with SoundExchange, and outline the business opportunities moving forward.*

11:30 am – 12:30 noon – “It All Begins With a Song” [Lunch will be provided]

*The Executive Director, Staff and Members of the NSAI illustrate the creative and business practices involved with composing, publishing and marketing songs. The presentation will include demonstrations of the creative process for songwriters as well as a tour of the NSAI facility that is available to support its membership in Nashville, TN.*

**12:30 pm – 1:15 pm – Tour of Historic RCA Studio B [1611 Roy Acuff Place]**

*Historic RCA Studio B—once the recording home of popular music titans such as Elvis Presley, Chet Atkins, Eddy Arnold, and the Everly Brothers—is both a classroom for Nashville area students and a popular cultural attraction.*

**1:15 pm – 1:30 pm – Walk/bus to Compass Records [916 19<sup>th</sup> Avenue South Nashville, TN]**

**1:30 – 2:45 pm – Business of Independent Music – Compass Records Tour and Informational Session [916 19<sup>th</sup> Avenue South Nashville, TN]**

*Compass Records is an independent music label and rights owner receiving SoundExchange royalties founded by musicians Garry West and Alison Brown. Their headquarters houses a currently operational studio where hundreds of recording careers have been born for over 30 years. This session will examine the importance of independent record labels and their impact on the local economy as well as demonstrate how musicians work inside of a Music Row studio. Congressional participants will interact with the studio professionals and witness the creative process in real time.*

**2:45 pm – Board Bus to Hyatt House Hotel [2100 Hayes St. Nashville, TN]**

**3:00 pm – 3:30 pm – Check into Hyatt House Hotel [2100 Hayes St. Nashville, TN]**

**3:40 pm – Board Bus to Musicians Hall of Fame [401 Gay Street, Nashville TN]**

**4:00 pm – 6:00 pm – Tour the Musicians Hall of Fame [401 Gay Street, Nashville TN]**

*Working musicians play a critical role in the creation of music, especially in Nashville TN. This private tour of the Musicians Hall of fame will explain the importance of this sector of the music industry, the role of unions throughout the years, and how recorded music has evolved in Nashville compared to other cities in the US. The tour will include insights from the local leadership of the American Federation of Musicians (AFM). The AFM is a pivotal part of SoundExchange's work and Board of Directors.*

**6:15 pm - Board Bus to Weirdo Workshop [Franklin, TN]**

**7:00 pm – 9:30 pm – An Evening with Creators, “A 360 Degree Examination of Full-Time Artists’ Life and Work [Dinner Provided]**

*Weirdo Workshop is a platform initiated by Grammy-nominated songwriting and production team, Claude Kelly and Chuck Harmony. Both are members of SoundExchange. After reaching a point of frustration in the music industry, the two decided to be a part of the solution, and create a business serving as a platform that generates conversation through art. The Company’s goal is to create a community of open-minded intellectuals who will advocate and practice self-acceptance. This session will demonstrate how individuals wear multiple hats in today’s music industry, as well as the **future** look of “Music City.”*

**9:30 pm – 10:00 pm - Return to Hyatt House Hotel**

**Thursday, November 7, 2019**

**8:00 am – Continental Breakfast and Check Out of Hyatt House Hotel**

**8:30 am – Board Bus to Nashville International Airport**

**10:15 am – Depart Nashville on American Airlines Flight #833**

**12:59 pm ET – Arrive Washington National Airport**