



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.

- Name of Traveler: Joseph M. Lillis
- a. Name of Accompanying Relative: _____ OR None
 b. Relationship to Traveler: Spouse Child Other (specify): _____
- a. Dates: Departure: 2/18/20 Return: 2/20/20
 b. Dates at Personal Expense, if any: _____ OR None
- Departure City: Washington, DC Destination: Los Angeles, CA Return City: Washington, DC
- Sponsor(s), Who Paid for the Trip: Motion Picture Association
- Describe Meetings and Events Attended: We had meetings focusing on piracy issues and intellectual property issues as well as tours of the movie and TV lots to see first hand how they produce these shows
- Attached to this form are **each** of the following; signify that each item is attached by checking the corresponding box:
 - a completed *Sponsor Post-Travel Disclosure Form*;
 - 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*;
 - page 2 of the completed *Traveler Form* submitted by the employee; **and**
 - the letter from the Committee on Ethics approving my participation on this trip.
- 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
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I certify that the information contained on this form is true, complete, and correct to the best of my knowledge.

Signature of Traveler: Joseph M. Lillis Date: 3/12/20

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: Billy Long Date: 3-12-20

Signature of Supervising Member: Rep Billy Long (7-MO)



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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: Motion Picture Association, Inc.

2. Travel Destination(s): Los Angeles, CA

3. Date of Departure: February 18, 2020 Date of Return: February 20, 2020

4. Name(s) of Traveler(s): Joe Lillis

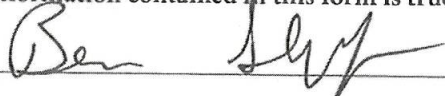
Note: You may list more than one traveler on a form only if all information is identical for each person listed.

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	\$406.80	\$362.00	\$100.77	\$253.42 (shuttle buses)
Accompanying Family Member	N/A	N/A	N/A	N/A

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:  Date: 2-27-20

Name: Ben Sheffner Title: SVP/Assoc. General Counsel

Organization: Motion Picture Association, Inc.

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

Address: 15301 Ventura Blvd, Bldg E; Sherman Oaks, CA 91403

Telephone: 818.935.5784 Email: ben_sheffner@motionpictures.org

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.



TRAVELER FORM

1. Name of Traveler: Joseph M. Lillis
2. Sponsor(s) who will be paying for the trip: Motion Picture Association
3. City and State **OR** Foreign Country of Travel : Los Angeles, California
4. a. Date of Departure: February 18, 2020 Date of Return: February 20, 2020
 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:
Due to the distance from Washington, DC to Los Angeles, CA - the first day of the trip, February 18th is basically all travel get there and then main emphasis and meetings of the trip is in the second day
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 Chief of Staff for Rep Billy Long who is a member of the Energy & Commerce Committee, I advise the Congressman on a number of telecommunication and intellectual property issues that come before the committee and on this trip we will learn more about these issues so I can assist Rep Long in the future
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 _____

Date 1/16/20



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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) 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: Motion Picture Association, Inc. (MPA)

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: NBCUniversal is providing a welcome breakfast for all participants.

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): see attached

5. Is travel being offered to an accompanying family member of the House invitee(s)? Yes No

6. Date of Departure: February 18, 2020 Date of Return: February 20, 2020

7. a. City of departure: Washington, DC
 b. Destination(s): Los Angeles, CA
 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: The duration of travel & programming are such that two nights are necessary for invitees to attend a full day of programming.



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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:
 see attached
-
-
-

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): _____
 \$66 for meals on the day of programming, plus \$49.50/day for meals on the travel days

2) Provide the reason for selecting the location of the event or trip: _____
 Many of our studios have production facilities located in Los Angeles, CA.

16. Name, nightly cost, and reasons for selecting each hotel or other lodging facility:

Hotel Name: Universal Hilton City: Universal City, CA Cost Per Night: \$181 + tax

Reason(s) for Selecting: centrally located to all three studios we will be visiting

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:*



U.S. House of Representatives

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	\$600	\$362	\$165
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	\$400	Shuttle buses, taxis
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: Ben Sheffner Date: 1-10-20

Name: Ben Sheffner

Title: Senior Vice President and Associate General Counsel

Organization: Motion Picture Association, Inc.

Address: 15301 Ventura Blvd, Bldg E; Sherman Oaks, CA 91403

Telephone: 818.935.5784

Email: ben_sheffner@motionpictures.org

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



U.S. House of Representatives

COMMITTEE ON ETHICS

Non-Grantmaking Trip Sponsor Form

This form should be completed by a private individual or entity that provides funds, services, or in-kind donations to another entity to underwrite, in whole or in part, a trip or an event, meal, or activity that will occur during a trip, or a necessary expense that will be incurred during a trip, with express or implicit knowledge or understanding that one or more House Members or employees may participate in or attend that trip or event, or otherwise may be beneficiaries of the gift or donation. A Non-Grantmaking Sponsor that has a direct involvement in planning, organizing, conducting, or participating in the trip must complete this form. Provide a copy of your completed form to the primary sponsor of the trip.

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. Name of your organization: NCBUniversal Media, LLC
2. Name of Primary Trip Sponsor: Motion Picture Association of America
3. My organization has provided funds to the above-named Primary Trip Sponsor to pay all or part of the expenses for a trip to (destination): Los Angeles, CA on date: February 19, 2020 that primarily is being organized or arranged by the above-named Primary Trip Sponsor. Yes No
Yes, in the form of in-kind expenses (continental breakfast) at the destination.
4. My organization has had a direct role in the organizing, planning, arranging, or will have a role in conducting, the trip identified in response to Question 3 or an event that will occur during that trip. Yes No
Yes, only with respect to the in-kind portions being provided at the destination.
5. **Check only one:**
 - a. My organization does not employ or retain a registered federal lobbyist or foreign agent **OR**
 - b. My organization employs a registered federal lobbyist or foreign agent, but their involvement in planning, organizing, or arranging the trip was *de minimis* under the travel regulations.
6. I certify that I am not a registered federal lobbyist or foreign agent for any sponsor of this trip.
7. I certify by my signature that the information contained in this form is true, complete, and correct to the best of my knowledge.

Signature: *W. E. Dordelman* Date: 1/15/2020

Name: William Dordelman Title: Senior Vice President

Organization: NBCUniversal Media, LLC

Address: 30 Rockefeller Plaza, New York NY 10112

Telephone: 215-286-7550 Email: Bill_Dordelman@comcast.com

**NBCUniversal Media, LLC does not employ or retain a federal lobbyist. However, its parent company Comcast Corporation, which is a separate entity, employs lobbyists. Additionally, NBCUniversal Media, LLC's planning, organizing, and arranging activities were de minimus under travel regulations.*

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

February 14, 2020

Mr. Joseph Lillis
Office of the Honorable Billy Long
2454 Rayburn House Office Building
Washington, DC 20515

Dear Mr. Lillis:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Los Angeles, California, scheduled for February 18 to 20, 2020, sponsored by Motion Picture Association, Inc. (MPA).

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:jeb

**U.S. HOUSE OF REPRESENTATIVES
COMMITTEE ON ETHICS
PRIMARY TRIP SPONSOR FORM**

#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.

- Kenneth DeGraff, Senior Policy Advisor, Speaker Nancy Pelosi
- Roddy Flynn, Chief of Staff, Rep. Mary Gay Scanlon
- Danielle Johnson, Counsel, House Judiciary Committee, Intellectual Property Subcommittee
- Melissa Kiedrowicz, Deputy Chief of Staff, Rep. Linda Sanchez
- Allen Klump, Chief of Staff, Rep. Jeff Duncan
- Joe Lillis, Chief of Staff, Rep. Billy Long
- Olivia Oo, Legislative Director, Rep. Tony Cardenas
- Tim Ranstrom, Legislative Assistant/Scheduler, Rep. Richard Neal
- Laurie Saroff, Chief of Staff, Rep. Lou Correa

*** Each of these individuals works on fiscal, licensing and distribution, international trade, and/or intellectual property issues, which is the focus of our day of programming.*

#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:

MPA serves as the voice and advocate of the American Motion Picture and TV industry. The day of programming will highlight several production facilities, discussions w/both our creative & executive teams, and deepen the participants' understanding of the policy issues facing our industry.

NBCUniversal is a MPA member. It is listed as a non-grantmaking trip sponsor because it is providing breakfast for participants. NBCUniversal executives are also participating in a panel and organizing a studio tour for participants.