

# 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 by email at [gifttravelreports@mail.house.gov](mailto:gifttravelreports@mail.house.gov), 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: Olivia Kirchberg
2. a. Name of Accompanying Relative: \_\_\_\_\_ **OR**  None  
b. Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
3. a. Dates: Departure: May 27, 2026 Return: May 30, 2026  
b. Dates at Personal Expense, if any: May 30, 2026 **OR**  None
4. Departure City: Washington, DC Destination: Los Angeles, CA Return City: Washington, DC
5. Sponsor(s), Who Paid for the Trip: Motion Picture Association
6. Describe Meetings and Events Attended: We met with all sectors of the film and television industry to learn about US competitiveness in the industry, Intellectual property regulations, and tax incentives.
7. Attached to this form are **each** of the following, *signify that each item is attached by checking the corresponding box:*
  - 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 *Additional Sponsor Form(s)*;
  - 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: \_\_\_\_\_

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

Signature of Traveler:  Date: June 8, 2026

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: Bradley Scott Schneider Date: June 8, 2026

Signature of Supervising Member: 

# 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 in the trip within 10 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 or provided in-kind support for the trip: Motion Picture Association, Inc. (MPA)

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

3. Date of Departure: May 27, 2026 Date of Return: May 30, 2026

4. Name(s) of Traveler(s): Olivia Kirchberg

*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	\$1,291.87	\$404.94	\$110.70	N/A
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: Benjamin Sheffner Digitally signed by Benjamin Sheffner  
Date: 2026.06.04 13:45:38 -06'00' Date: 6/4/26

Name: Benjamin Sheffner Title: SVP & Associate GC

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.

# COMMITTEE ON ETHICS

## TRAVELER FORM

This form should be completed by House Members, officers, or employees seeking Committee approval of privately-sponsored travel or reimbursement for travel under House Rule 25, clause 5. The completed form should be submitted directly to the Committee by each invited House Member, officer, or employee, together with the completed and signed trip sponsor form(s) and any attachments. A copy of this form, minus this initial page, will be made available for public inspection.

This form and any attachments may be submitted at 1015 Longworth House Office Building or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

**Your completed request must be submitted to the Committee no less than 30 days before your proposed departure date.** Absent exceptional circumstances, permission will not be granted for requests received less than 30 days before the trip commences. **You must receive explicit approval from the Committee before you depart on this trip.**

Name of Traveler: Olivia Kirchberg

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

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

Signature: 

Name of Signatory (if other than traveler): \_\_\_\_\_

For Staff (name of employing Member or Committee): Rep. Brad Schneider

Office Address: 300 Cannon

Telephone Number: 202-306-6742

Email Address of Contact Person: olivia.kirchberg@mail.house.gov

Check this box if the sponsoring entity is a media outlet, the purpose of the trip is to make a media appearance sponsored by that entity, and these forms are being submitted to the Committee less than 30 days before the trip departure date.

**NOTE: You must complete all of the contact information fields above, as Committee staff may need to contact you if additional information is required.**

**KEEP A COPY OF THIS FORM.** Page 2 (but not this page) must be submitted to the Clerk as part of the post-travel disclosure required by House Rule 25. Travel Regulation § 404(d) also requires you to keep a copy of all request forms and supporting paperwork for three subsequent Congresses from the date of travel.

If there are any questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or via email: [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

# COMMITTEE ON ETHICS

## TRAVELER FORM

1. Name of Traveler: Olivia Kirchberg
2. Sponsor(s) who will be paying or providing in-kind support for the trip: Motion Picture Association Inc.
3. City and State **OR** Foreign Country of Travel: Los Angeles, CA
4. a. Date of Departure: May 27, 2026 Date of Return: May 30, 2026  
b. Yes  No  Will you be extending the trip at your personal expense?  
If yes, list dates at personal expense: May 29-May 30, 2026, (24 hours or less)
5. a. Yes  No  Will you be accompanied by a family member at the sponsor's expense? **If yes:**
  - (1) Name of Accompanying Family Member: \_\_\_\_\_
  - (2) Relationship to Traveler:  Spouse  Child  Other (specify): \_\_\_\_\_
  - (3) Yes  No  Accompanying Family Member is at least 18 years of age?
6. a. Yes  No  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)?  
b. **If yes**, and you are requesting lodging for two nights, explain why the second night is warranted:  
The duration of travel and programing are such that two nights are necessary for the invitees to attend a full day of programing. \_\_\_\_\_
7. Yes  No  *Primary Trip Sponsor Form* is attached, including agenda, invitation, invitee list, and any other attachments and Additional Sponsor Forms.  
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.**  
The trip will provide opportunities to engage with stakeholders focused on international trade, intellectual property issues, and licensing and distribution policy. As Legislative Director, this trip will help inform my work on these topics on the Ways and Means Committee. \_\_\_\_\_
9. **Yes  No  Is the traveler aware of any registered federal lobbyists or foreign agents involved in planning, organizing, requesting, or arranging the trip?**
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: \_\_\_\_\_

5/5/20

# 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's website (ethics.house.gov) provides detailed instructions for filling out the form. The Committee will notify the House invitees directly of its decision and will not notify the trip sponsors.

**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. Signatures must comply with section 104(bb) of the Travel Regulations.**

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, services, or in-kind assistance 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): \_\_\_\_\_  
**see attached addendum**

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

6. Date of Departure: May 27, 2026 Date of Return: May 30, 2026

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; **OR**
- b.  I checked 8(c) above but am not offering any lodging; **OR**
- 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 necessary for invitees to attend a full day of programming.

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 the statement is true by clicking the 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): \$86 for meals on the day of program plus \$64.50/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: AC Hotel Beverly Hills City: Los Angeles, CA Cost Per Night: \$191.00  
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 the box.*

18. **Total Expenses for each Participant:**

<input type="checkbox"/> Actual Amounts <input checked="" type="checkbox"/> Good Faith Estimates	Total <b>Transportation</b> Expenses per Participant	Total <b>Lodging</b> Expenses per Participant	Total <b>Meal</b> Expenses per Participant
For each Member, Officer, or Employee	\$517	\$382	\$215
For each Accompanying Family Member	N/A	N/A	N/A

	<b>Other</b> Expenses (dollar amount per item)	Identify Specific Nature of "Other" Expenses (e.g., taxi, parking, registration fee, etc.)
For each Member, Officer, or Employee	\$450	Shuttle bus transportation, taxi/rideshare (Uber/Lyft) <input checked="" type="checkbox"/>
For each Accompanying Family Member	N/A	N/A

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 by my signature that**

- a. **I read and understand the Committee's Travel Regulations;**
- b. **I am not a registered federal lobbyist or registered foreign agent; and**
- c. **The information on this form is true, complete, and correct to the best of my knowledge.**

Signature: \_\_\_\_\_ Date: 4/14/26  
 Name: Ben Sheffner Title: SVP+Assoc. General Counsel  
 Organization: Motion Picture Association, Inc.  
 Address: 15301 Ventura Blvd, Bldg E; Sherman Oaks, CA 91403  
 Email: ben\_sheffner@motionpictures.org Telephone: 818.935.5784

If there are questions regarding this form, please contact the Committee on Ethics at 202-225-7103 or [travel.requests@mail.house.gov](mailto:travel.requests@mail.house.gov).

**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.**

1. Olivia Kirchberg, Legislative Director, Rep. Schneider IL-10 D
2. Johanna Thomas, Senior Counsel, Energy and Commerce (Matusi) CA-07 D
3. Beverly Weshnak, Tax Counsel, House Ways and Means (Sewell) AL-07 D
4. Juliana Dauchess, Legislative Director, Office of Representative Lloyd K. Smucker (PA, 11)  
R
5. Anna Claire Stietenroth, Legislative Director, Rep. Brian Jack GA-03 R
6. Wright Ricketts, Chief of Staff, Rep. David Kustoff TN-08 R
7. David Silberberg, Chief of Staff, Rep. Judy Chu CA-28 D
8. Jacob Rogers, Legislative Director, Rep. Kelly (Chair of Tax Sub) PA-16 R

*\*\* 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. All of the facilities we are visiting – Sony Pictures Entertainment, Paramount, and Netflix – are all MPA member organizations.

**MPA PROGRAMMING SCHEDULE**  
**May 27-May 29, 2026**

**WEDNESDAY, MAY 27, 2026**

~2 hours prior Own Transportation to Washington Reagan National.

5:06PM Depart Washington Reagan National on American Airlines Flight #880

7:45PM Arrive at LAX.

A shuttle bus driver will meet you and other Hill staff at the American Airlines baggage claim with "MPA Delegation" sign. The shuttle van will then take staff and luggage to AC Hotel Beverly Hills for drop-off.

9:30PM Arrive at AC Hotel Beverly Hills. No MPA programming scheduled for this day.

**THURSDAY, MAY 28, 2026**

7:30AM (2) 24 passenger shuttle busses arrive  
Location: AC Hotel Beverly Hills (6399 Wilshire Blvd, Los Angeles, CA 90048)

8:15AM Depart hotel for Sony Pictures

9:00AM Staff Delegation arrives at Sony Pictures and is guided to The Rita Hayworth Dining Room for breakfast policy briefing with SPE's Suzanne Prete.

9:05AM-9:07AM **Welcome Remarks** by Rachel Alben, VP Events, Motion Picture Association with continental breakfast & light morning refreshments served

9:07AM-9:30 AM **Educational Presentation** by Suzanne Prete, President, Game Shows, Sony Pictures Television

9:30AM-10:55AM **Educational Tour of Sony Pictures Studios' Iconic Game Show Productions**, including *Wheel of Fortune!*, *Jeopardy!*, and *Who Wants to Be a Millionaire?*, led by SPT Physical Production Expert and Game Show Producer Laura Mueller and Studio Operations Experts. The tour will provide a first-hand look at the TV game show production process in 2026.

11:00AM Proceed to shuttle bus

11:15AM Depart Sony Pictures for Paramount

11:45AM Arrival at Paramount Studios

11:45AM- **Lunch & Educational Presentation: "Greenlight Process"**

1:00PM Location: TBD onsite at Paramount  
A visit to the iconic Paramount Pictures Studio lot to learn about how an idea becomes a film, including determining locations, tax incentives and financing, the thousands of jobs that make up our highly-skilled workforce, and the positive economic impact filming has on local economies. Featured speakers include Bob Roath, EVP, Production Finance, Hilary Dutt, EVP, Production Finance, Sev Abrahamian, SVP Production Tax Incentives, and Rebecca Brown, VP, Production Finance.

1:00PM-  
2:45PM **Paramount Lot Educational Tour**  
Studio Guides will lead an educational behind the scenes tour of the Paramount back lot. Staffers will experience and learn about the technical and physical side of production by having the chance see historic film locations, listen to studio history, visit a television set, and see a Foley stage in action. These unique experiences serve to educate staffers about Paramount's "product"—film and television—as well as teach them about the varied jobs at all levels our industry creates in the process.

2:45PM Proceed to shuttle bus

2:50PM Depart for Netflix

3:00PM Arrive at Netflix

3:05PM **Netflix Educational Tour & Presentation**  
5:35 PM

5:35PM-  
7:00PM **Dinner & Educational Presentation at Netflix**  
The visit will conclude with an additional discussion with Netflix colleagues while staffers enjoy light bites and refreshments..

7:00PM Proceed to hotel

7:30PM Arrive at hotel; day concludes.

**FRIDAY, MAY 29, 2026**

No MPA programming scheduled for this day.

5:30AM A shuttle bus driver will meet you and other Hill staff in the AC Hotel Beverly Hills Hotel lobby. The shuttle van will then take staff and luggage to LAX for drop-off.

6:30AM Arrive at LAX.

8:26AM Depart LAX on American Airlines Flight #3283

4:30PM

Arrive at Washington Reagan National.

Michael Guest, Mississippi  
*Chairman*  
Mark DeSaulnier, California  
*Ranking Member*

Andrew R. Garbarino, New York  
Ashley Hinson, Iowa  
Nathaniel Moran, Texas  
Brad Knott, North Carolina

Deborah K. Ross, North Carolina  
Glenn F. Ivey, Maryland  
Sylvia R. Garcia, Texas  
Suhas Subramanyam, Virginia



ONE HUNDRED NINETEENTH CONGRESS

## U.S. House of Representatives

COMMITTEE ON ETHICS

Thomas A. Rust  
*Staff Director and Chief Counsel*

Jordan Downs  
*Chief of Staff to the Chairman*

David Arrojo  
*Counsel to the Ranking Member*

1015 Longworth House Office Building  
Washington, D.C. 20515-6328  
Telephone: (202) 225-7103  
<https://ethics.house.gov>

May 19, 2026

Ms. Olivia Kirchberg  
Office of the Honorable Bradley Schneider  
300 Cannon House Office Building  
Washington, DC 20515

Dear Ms. Kirchberg:

Pursuant to House Rule 25, clause 5(d)(2), the Committee on Ethics hereby approves your proposed trip to Los Angeles, California, scheduled for May 27 to 30, 2026, sponsored by Motion Picture Association, Inc. We note that this trip includes one day at your personal expense. We remind you that, because the trip sponsor employs a federal lobbyist, you may participate in officially-connected activity on one calendar day only.

Committee travel regulations require that you submit your complete pre-trip approval request to the Committee at least 30 days before the commencement of the trip or it will not be granted. Despite your failure to do so in this instance, we are approving your current request. However, any future requests must adhere to the 30-day requirement or they will be denied.

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 \$525 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,



Michael Guest  
Chairman

MG/MD:kjf



Mark DeSaulnier  
Ranking Member