Received by NSD/FARA Registration Unit 01/13/2022 8:46:13 AM

OMB No. 1124-0003; Expires July 31, 2023

U.S. Department of Justice

Washington, DC 20530

Amendment to Registration Statement Pursuant to the Foreign Agents Registration Act of 1938, as amended

INSTRUCTIONS. File this amendment form for any changes to a registration. Compliance is accomplished by filing an electronic amendment to registration statement and uploading any supporting documents at https://www.fara.gov.

Privacy Act Statement. The filing of this document is required for the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, for the purposes of registration under the Act and public disclosure. Provision of the information requested is mandatory, and failure to provide the information is subject to the penalty and enforcement provisions established in Section 8 of the Act. Every registration statement, short form registration statement, supplemental statement, exhibit, amendment, copy of informational materials or other document or information filed with the Attorney General under this Act is a public record open to public examination, inspection and copying during the posted business hours of the FARA Unit in Washington, DC. Statements are also available online at the FARA Unit's webpage: https://www.fara.gov. One copy of every such document, other than informational materials, is automatically provided to the Secretary of State pursuant to Section 6(b) of the Act, and copies of any and all documents are routinely made available to other agencies, departments and Congress pursuant to Section 6(c) of the Act. The Attorney General also transmits a semi-annual report to Congress on the administration of the Act which lists the names of all agents registered under the Act and the foreign principals they represent. This report is available to the public in print and online at: https://www.fara.gov

Public Reporting Burden. Public reporting burden for this collection of information is estimated to average .75 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to Chief, FARA Unit, Counterintelligence and Export Control Section, National Security Division, U.S. Department of Justice, Washington, DC 20530; and to the Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

1. Name of Registrant	2. Registration Number
Hill and Knowlton Strategies, LLC	3301

3. This amendment is filed to accomplish the following indicated purpose(es):

- ☐ To give notice of change in information as required by Section 2(b) of the Act.
- ☐ To correct a deficiency in
  - ☐ Initial Statement
  - ☐ Supplemental Statement for the 6 month period ending _____
  - ☐ Other purpose *(specify)* _____
- ☒ To give notice of change in an exhibit previously filed.

4. If this amendment requires the filing of a document or documents, please list:

Registrant is filing (2) Statement of Work/Inter Office Project Forms ("SOW") as an attachment to the Exhibit B filed on 10/8/2021 for the Kingdom of Saudi Arabia Ministry of Communications and Information Technology ("MCIT") through Informa Saudi Arabia Limited ("Informa").

5. Each item checked above must be explained below in full detail together with, where appropriate, specific reference to and identity of the item in the registration statement to which it pertains.

Registrant is amending the MCIT/Informa Exhibit B filed on 10/8/2021 to add two (2)SOW reflecting additional services to be provided by Registrant for MCIT/Informa via Registrant's Dubai office.

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EXECUTION

In accordance with 28 U.S.C. § 1746, and subject to the penalties of 18 U.S.C. § 1001 and 22 U.S.C. § 618, the undersigned swears or affirms under penalty of perjury that he/she has read the information set forth in this statement filed pursuant to the Foreign Agents Registration Act of 1938, as amended, 22 U.S.C. § 611 *et seq.*, that he/she is familiar with the contents thereof, and that such contents are in their entirety true and accurate to the best of his/her knowledge and belief.

Date	Printed Name		Signature[1]	
January 13, 2022	Andy Scharf		/s/ Andy Scharf	eSigned
		Sign		
		Sign		
		Sign		

[1] This statement shall be signed by the individual agent, if the registrant is an individual, or by a majority of those partners, officers, directors or persons performing similar functions, if the registrant is an organization, except that the organization can, by power of attorney, authorize one or more individuals to execute this statement on its behalf.

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INTER OFFICE PROJECT INSTRUCTION FORM

LEAD OFFICE	H+K Strategies Dubai
PROJECT OFFICE:	H+K Strategies US
CLIENT NAME:	Ministry of Communications and Information Technology – Kingdom of Saudi Arabia (LEAP 2022)
PROJECT NAME:	Media invites and press trip travel for LEAP
AGREED FEE:	$31,500 USD
AGREED EXPENSES:	$0
LEAD OFFICE JOB NUMBER: (should be quoted on all correspondence and invoices between the project office and lead office)	N/A

SUMMARY AND SCOPE OF AGREED PROJECT:

Full management and coordination of the media invites for LEAP (an event held in Riyadh from 1-3 February 2022) and press trip facilitation, including travel expenses. Budget is all-inclusive (including all taxes, fees, third party payments and commission) and no further budget will be made available for this project.

No H+K staff from the US will attend LEAP. All support will be offered remotely from the US. H+K MENA team members will manage US journalists while they are on the ground at the event

Agency Fees - Pre-event Media Relations & Logistics:
- Identify top tier business/tech media to invite to the LEAP 2022 conference, with goal of securing five attendees from the U.S.
- Develop compelling content for pitches, invitations and follow-up
- Proactively reach out to selected reporters with a focused goal of securing attendance confirmations
- Work with interested reporters on air travel scheduling, booking/billing, and travel itineraries
- Develop background briefing materials on participating reporters for MCIT as needed
- Coordinate with MCIT communications team and partners for successful execution
- Provide end-of-event coverage report from the U.S. media – which will be done by H+K US team in the States

Travel fees –
- Travel (ground and air) $1,500 per trip (for 5 media)
- Meals and incidentals (for 5 media)
- Visa fees (5 media)
- Tier-one media in the US often are not allowed by their organizations to accept payment for flights, etc. but we'd like to offer for those that could accept)
- No H+K US employees will travel to Riyadh
- All on-ground guiding and hosting of US press attending will be done by H+K Riyadh staff

PAYMENT TERMS:
H+K US will invoice H+K Dubai 100% of the fee following the completion of the event. Only actual costs will be invoiced for. If less costs are incurred due to less journalists attending the event than quoted for (or for any other reason), the invoice will be reduced to account for the reduced costs. All receipts associated with costs will be supplied at point of invoicing. No additional budget will be paid above or beyond what is agreed in this

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IOPF. H+K Dubai will make payment within 30days of receiving the invoice.

Commencement Date: 8 January 2022

Completion Date: 28 February 2022

Billing Address:
Gulf Hill & Knowlton
P O BOX 50653
Dubai UAE

For the attention of: Alfred Black
641 S St NW,
Washington, DC, United States
20001

Copy to: Michael Korjen
Special Instructions/Narration:

Please contact Michael.korjen@hkstratgies.com if you have any questions

AUTHORISED BY: Sign: Michael Korjen (Lead Office)

AUTHORISED BY: Sign: ..... (Project Office)

(These instructions cannot be varied without written authorisation)

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INTER OFFICE PROJECT INSTRUCTION FORM

LEAD OFFICE	H+K Strategies Dubai
PROJECT OFFICE:	H+K Strategies US
CLIENT NAME:	Ministry of Communications and Information Technology – Kingdom of Saudi Arabia
PROJECT NAME:	Press release distribution – start-up competition of LEAP 2022
AGREED FEE:	$6,000 USD
AGREED EXPENSES:	$0
LEAD OFFICE JOB NUMBER:	N/A

(should be quoted on all correspondence and invoices between the project office and lead office)

SUMMARY AND SCOPE OF AGREED PROJECT:

The Ministry of Communications and Information Technology (MCIT) in Saudi Arabia will host international startups to compete in a $600,000 startup competition at LEAP – from 1-3 February 2022.

We have a press release to announce the competition and raise awareness about the LEAP event.

The scope of work

Distribute the press release, announce the start-up competition and raise awareness about LEAP in your local market. An English press release will be shared by H+K Dubai hub team with you for distribution in your market. We require the following:

- Any localization necessary. Translation.
- Distribution to your national, tier-one business and technology trade media
- Follow up to achieve coverage
- Monitoring and reporting. Share report with our team in Dubai
- If any interview opportunities arise with tier-one media outlets, please liaise with the hub team to coordinate

PAYMENT TERMS:
Invoice will be shared with H+K Dubai following the completion of the scope of work. No additional budget will be paid above or beyond what is agreed in this IOPF. Budget is inclusive of all fees, taxes, commission and third party expenses. H+K Dubai will make payment within 30days of receiving the invoice.

Commencement Date: 10 January 2022

Completion Date: 31 January 2022

Billing Address:
Gulf Hill & Knowlton
P O BOX 50653
Dubai UAE

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Washington, DC, United States
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Please contact Michael.korjen@hkstratgies.com if you have any questions

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