

January 17, 2017, Deadline for Filing Campaign Finance Reports

Who is required to file?

- Candidates, officeholders, and political committees (except for political committees filing monthly) are required to file the appropriate report.
- Legislative caucuses are required to file Form LEG.
- State chairs and county chairs of political parties that accept or maintain contributions from corporations or labor organizations are required to file Form PTY-CORP.

TIMELY FILING for TEC filers: A report transmitted by Internet is considered timely filed if it is successfully transmitted in the **correct format by MIDNIGHT, Central Time Zone, January 17, 2017 (deadline extended due to weekend and holiday)**. A report filed after MIDNIGHT, Central Time Zone, January 17, 2017, is considered late.

Period Covered: The first day covered by the report is July 1, or the date your campaign treasurer appointment was filed, or the day after the date the last report ended, as applicable. The last day covered is December 31. For further detailed instructions concerning your reporting period, go to our “Forms and Instructions” page on our website, click on your filer type, and select the Instructions for the report form you are filing.

Electronic Filing for Texas Ethics Commission Filers: Reports must be filed electronically unless you qualify for the exemption. To be in compliance with current reporting requirements and to ensure proper and complete filing, you must use the campaign finance filing application found at www.ethics.state.tx.us/whatsnew/elf_filing_info.htm. **If this is your first time filing with the application, we suggest you view the instructional videos also available at this link.** When you file electronically, wait for a confirmation number. If you do not get a confirmation number, the report has NOT been filed. Remember, you can file this report beginning January 1, and we encourage you to file as early as possible so that if you experience any problems we can assist you. Over 40% of filers wait until the last day to file their reports. If you choose to file your report close to or on a filing deadline, you may not be able to reach the staff for assistance due to heavy call volume.

Further Information

Local Filers: Local candidates and officeholders who have a campaign treasurer appointment on file **MUST** file the semiannual report even if there is no activity to report. However, local officeholders required to file with local filing authorities who **DO NOT** have a campaign treasurer appointment on file **AND** who **DO NOT** exceed \$500 in political contributions or political expenditures for the reporting period are not required to file the semiannual report.

Where To File: For questions regarding where to file campaign finance reports, candidates and officeholders refer to www.ethics.state.tx.us/whatsnew/FAQ_COH_Legal.htm#Q4 and political committees refer to www.ethics.state.tx.us/whatsnew/FAQ_PAC_Legal.htm#Q1. Caucus reports and state chair and county chair reports of corporate or labor organization contributions are filed with the Texas Ethics Commission.

FILING SCHEDULES AND MORE: Future deadlines are listed on the filing schedules located at www.ethics.state.tx.us/schedule/filing_schedules.htm. Also on our website are forms, instructions, filing guides, and other information that you may find useful.