

## July 16, 2018, 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.

**Period Covered:** The first day covered by the report is January 1, 2018, or the date of your campaign treasurer appointment, or the day after the date the last report ends, as applicable. The last day covered is June 30, 2018. For further detailed instructions concerning your reporting period, go to our “Forms and Instructions” page on our website, then click on your filer type, then 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 Commission campaign finance filing application found at [www.ethics.state.tx.us/whatsnew/elf\\_filing\\_info.htm](http://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 July 1, and we encourage you to file as early as possible so that if you experience any problems we can assist you. 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.

**Timely Filing for Texas Ethics Commission Filers:** A report transmitted by Internet is considered timely filed if it is successfully transmitted in the **correct format by MIDNIGHT, Central Time Zone, July 16, 2018.** A report filed on or after July 17, Central Time Zone, is considered late.

### 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](http://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](http://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](http://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.