

# TEXAS ETHICS COMMISSION

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## Upcoming Deadlines for the February 12, 2019, Special Election for State Representative, House District 125, for General-Purpose Committees and County Executive Committees

This notice is to remind you of upcoming deadlines *that may apply to you* as the campaign treasurer of a general-purpose political committee (GPAC) or county executive committee (CEC) **if** your committee supports or opposes a candidate in the February 12, 2019, **Special Election for State Representative, District 125**. All reports listed below are required to be filed with the Texas Ethics Commission (TEC). If your committee is not involved in this election, these reports are not required.

**February 4, 2019: 8-Day Pre-Election Report:** Your 8-day pre-election report must be **received by** the TEC by Monday, February 4, 2019, *if the committee has activity in connection with the February 12, 2019, special election*. The first day covered by the report is January 1, 2019, 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 by the report is February 2, 2019.

**February 3 – February 11: Daily Pre-Election Report(s):** The reporting period for filing a daily pre-election report begins on February 3, 2019, and ends at noon on February 11, 2019. A campaign treasurer of a GPAC or CEC must file one or more daily pre-election reports if the committee is involved in this election and if the committee accepts political contributions from a person that in the aggregate exceed \$5,000 during the reporting period, or makes direct campaign expenditures supporting or opposing either a single candidate that in the aggregate exceed \$1,000 or a group of candidates that in the aggregate exceed \$15,000 during the reporting period. Therefore, you may be required to file more than one daily pre-election report. A daily pre-election report must be **received by** the TEC not later than the first business day after the date the contribution is accepted or the expenditure is made that causes the total amount to exceed the applicable threshold. Any political activity reported on a daily pre-election report must be reported again on the next required campaign finance report.

**TIMELY FILING:** A campaign finance report transmitted by Internet is considered timely filed if it is successfully transmitted in the correct format by midnight, Central Time Zone, on the date of the filing deadline. A campaign finance report eligible to be filed on paper, by a person who qualifies for the electronic filing exemption, **must be received by the TEC by 5:00 p.m. on the filing deadline**. All paper reports must include the electronic filing exemption form, which may be found at [www.ethics.state.tx.us/filinginfo/affs.htm](http://www.ethics.state.tx.us/filinginfo/affs.htm).

**LATE-FILING PENALTY:** The minimum late-filing penalty for an 8-day pre-election campaign finance report is \$500 for the first day and \$100 for each day thereafter that the report is late, up to a maximum of \$10,000. The minimum late-filing penalty for a daily pre-election report is \$500.

**ELECTRONIC FILING:** Campaign finance reports must be filed electronically unless you qualify for the statutory exemption. To be in compliance with current requirements, you must use the 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 that 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 a report as soon as the reporting period ends, and we encourage you to file as early as possible so that if you experience any problems, we can assist you.

**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, common reporting errors (under “Hot Topics”), and other information that you may find useful.