

TEXAS ETHICS COMMISSION

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Upcoming Deadlines for Specific-Purpose Committees March 5, 2019, Special Runoff Election for State Representative, District 145

This notice is to remind you of upcoming deadlines that apply to you ***IF*** your specific-purpose political committee (SPAC) supports or opposes a candidate in the March 5, 2019, **Special Runoff Election for State Representative, District 145**. All reports listed below are required to be filed with the Texas Ethics Commission (TEC).

FEBRUARY 25, 2019: Runoff Report: A runoff report due eight days before the special runoff election must be ***received by*** the TEC by Monday, February 25, 2019, if the committee supports or opposes a candidate in the March 5, 2019, special runoff election during the period covered by the runoff report. The first day covered by the report is January 20, 2019, or the date your campaign treasurer appointment was filed, or the day after the date your last report ended, as applicable. The last day covered by the report is February 23, 2019.

FEBRUARY 24 – MARCH 4, 2019: Daily Pre-Election Report(s) for Contributions: The reporting period for filing daily pre-election reports begins on February 24, 2019, and ends at noon on March 4, 2019. A campaign treasurer of a SPAC that supports or opposes a candidate in the March 5, 2019, special runoff election must file one or more daily pre-election reports if the committee accepts political contributions from a single source that total more than \$1,000 during the reporting period. A daily pre-election report must be ***received by*** the TEC not later than the first business day after the date of the contribution that causes the total amount accepted from a contributor during the period to exceed \$1,000. Therefore, you may be required to file more than one daily pre-election report. Contributions reported on a daily pre-election report must be reported again in the next applicable campaign finance report of contributions and expenditures.

CAMPAIGN FINANCE ELECTRONIC FILING APPLICATION: A campaign finance report must be filed electronically unless you qualify for the statutory exemption. To be in compliance with current requirements, you must use the TEC campaign finance filing application. When you file electronically, you should 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, our technical support staff will be able to assist you.

CAMPAIGN FINANCE 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.

LATE-FILING PENALTY: The minimum late-filing penalty for a runoff report is \$500. The minimum late-filing penalty for a daily pre-election report is \$500 for each report that is late.

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