

TEXAS ETHICS COMMISSION

Mailing Address:

P.O. Box 12070, Capitol Station
Austin, Texas 78711-2070
512-463-5800



Street Address:

201 E. 14th St., 10th Floor
Austin, Texas 78701
www.ethics.state.tx.us

Semiannual Report due January 15, 2020

JANUARY 15, 2020: This notice is to remind you that your January 2020 semiannual campaign finance report must be filed with the Texas Ethics Commission no later than January 15. The first day covered by this report is July 1, 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 this report is December 31, 2019. You may start filing on January 1. You must file this report **EVEN IF YOU HAD NO ACTIVITY**. If you think you received this notice in error, [contact our office immediately](#).

ELECTRONIC FILING: The report 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/filinginfo/TECindex.php. Select your filer type from the left hand menu. **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.

TIMELY FILING: A report transmitted electronically is considered timely filed if it is successfully transmitted in the correct format by midnight, Central Time Zone, January 15, 2020. A report eligible to be filed on paper is considered timely filed if it is deposited with the U.S. Post Office or placed in the hands of a common or contract carrier properly addressed with postage and handling charges prepaid, or hand-delivered to the Texas Ethics Commission in the correct format by the deadline. All paper reports must include the electronic filing exemption form, which is available on our website at www.ethics.state.tx.us/forms/affd/affs.php. Select "Electronic Filing Exemptions" from the left hand menu.

LATE FILING: The minimum late-filing penalty for filing a late January 2020 semiannual report is \$500.

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