

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

Legislative Caucus Semiannual Report due January 15, 2021

JANUARY 15, 2021: This notice is to remind you that as a legislative caucus chair, you must file a legislative caucus semiannual campaign finance report (Form LEG) with the Texas Ethics Commission (TEC) no later than January 15, 2021. This report covers the period beginning July 1, 2020, and covers through December 31, 2020. You can start filing on January 1, 2021. You must file this report **EVEN IF THE CAUCUS 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. **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, if you have successfully filed your report, you will see your report listed in your "Filed Reports" grid under "Manage My Reports" in the filing application. A confirmation number will also be sent to your email. **If your report is listed in your "In-Progress Reports" grid, your report is NOT 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 by Internet is considered timely filed if it is successfully transmitted in the correct format by midnight, Central Time Zone, January 15, 2021. 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 to the Texas Ethics Commission with postage and handling charges prepaid, 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. **NOTE: The Texas Ethics Commission is closed to the public at this time. You cannot hand-deliver your paper report to the Texas Ethics Commission.**

LATE FILING PENALTY: The minimum civil penalty for a January 2021 semiannual report is \$500.

MORATORIUM ON CONTRIBUTIONS: You may be subject to the moratorium on contributions. The 2021 regular legislative session convenes on January 12. The last day to accept political contributions before the session was December 12, 2020. The first day to accept political contributions after the session is June 21, 2021. Detailed information on persons subject to the moratorium and the moratorium restrictions is at www.ethics.state.tx.us/filinginfo/moratorium2021.php.

FUTURE FILINGS: Legislative caucuses are required to file semiannual reports every January 15 and July 15 as long as they are active. Please send us written notice if the caucus becomes inactive. For further information regarding legislative caucuses, see "Guidelines for a Legislative Caucus" at www.ethics.state.tx.us/resources/guides/FormCaucus.php and "Laws & Regulations" at www.ethics.state.tx.us/filinginfo/other/legindex.php.

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.

s:\DFS_DISC\NTF\January 2021\10_LegislativeCaucus.docx