

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 Political Party (PTY-CORP) Report due July 15, 2024

This notice is to remind you that as a county party chair you may have a semiannual political party report due July 15. This is the deadline for filing a political party report of corporate or labor organization contributions, expenditures, and loans (Form PTY-CORP). (Remember: If necessary, the campaign treasurer of the county executive committee will report other contributions, expenditures, and loans on Form CEC.) The first day covered by this report is January 1, 2024, *or* the day after the date your last report ended, as applicable. The last day covered by this report is June 30, 2024. You may start filing on July 1. If you think you received this notice in error, [contact our office immediately](#).

You must file this report only if:

- (1) your county executive committee accepted or spent contributions from corporations or labor organizations during the reporting period; or
- (2) your county executive committee maintains any amount of contributions from corporations or labor organizations accepted in earlier reporting periods.

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, 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 electronically is considered timely filed if it is successfully transmitted in the correct format by midnight, Central Time Zone, July 15, 2024. 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.

LATE FILING: The minimum civil penalty for filing a late July 2024 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.