

## January 16, 2024, Deadline for Filing Campaign Finance Reports

### Who is required to file?

- Candidates, officeholders, and political committees (except for political committees filing monthly) are required to file the appropriate report.
- Legislative caucuses are required to file Form LEG.
- State chairs and county chairs of political parties that accept or maintain contributions from corporations or labor organizations are required to file Form PTY-CORP.

**Period Covered:** The first day covered by the report is July 1, 2023, or the date your campaign treasurer appointment was filed, or the first day after the period covered by the last report required to be filed, as applicable. The last day covered is December 31, 2023. For further detailed instructions concerning your reporting period, go to our "Forms/Instructions" link on the top menu of our website, then select your filer type, then select the Instructions for the report form you are filing.

**Electronic Filing for Texas Ethics Commission Filers:** Reports must be filed electronically unless you qualify for the exemption. To be in compliance with current reporting requirements and to ensure proper and complete filing, you must use the campaign finance filing application found at [www.ethics.state.tx.us/filinginfo/TECindex.php](http://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 this 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 this report beginning January 1, and we encourage you to file as early as possible so that if you experience any problems we can assist you. Over 40% of filers wait until the last day to file their reports. If you choose to file your report close to or on a filing deadline, you may not be able to reach the staff for assistance due to heavy call volume.

**TIMELY FILING for TEC filers:** A report transmitted by Internet is considered timely filed if it is successfully transmitted in the **correct format by MIDNIGHT, Central Time Zone, January 16, 2024 (deadline extended due to holiday)**. A report filed after midnight, Central Time Zone, January 16, 2024, is considered late.

### Further Information

**Local Filers:** Local candidates and officeholders who have a campaign treasurer appointment on file **MUST** file the semiannual report even if there is no activity to report. However, local officeholders required to file with local filing authorities who **DO NOT** have a campaign treasurer appointment on file **AND** who **DO NOT** exceed \$1,010 in political contributions or political expenditures for the reporting period are not required to file the semiannual report.

**Where To File:** For questions regarding where to file campaign finance reports, candidates and officeholders refer to [www.ethics.state.tx.us/resources/FAQs/FAQ\\_COH\\_Legal.php#Q4](http://www.ethics.state.tx.us/resources/FAQs/FAQ_COH_Legal.php#Q4) and political committees refer to [www.ethics.state.tx.us/resources/FAQs/FAQ\\_PAC\\_Legal.php#Q1](http://www.ethics.state.tx.us/resources/FAQs/FAQ_PAC_Legal.php#Q1). Caucus reports and state chair and county chair reports of corporate or labor organization contributions are filed with the Texas Ethics Commission.

**FILING SCHEDULES AND MORE:** Future deadlines are listed on the filing schedules located at [www.ethics.state.tx.us/filinginfo/schedules/filing\\_schedules.php](http://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.