

CAMPAIGN CONTRIBUTIONS & EXPENDITURES REPORTING

Attached is the Texas Ethics Commission's Guide to Title 15 of the Texas Election Code. This Guide covers Campaign Contribution and Expenditure reporting and the rules of the Texas Ethics Commission regarding Campaign Financing. Please see FORM C/OH in this Candidate Packet titled, "CANDIDATE / OFFICEHOLDER CAMPAIGN FINANCE REPORT".

Note: *As the "CANDIDATE / OFFICEHOLDER CAMPAIGN FINANCE REPORT", will need to be filed more than once, please make as many copies of the original as may be necessary.*

THINGS TO REMEMBER:

- 1** The law provides that you must file a campaign treasurer appointment form with the proper filing authority before you may accept a campaign contribution or make or authorize a campaign expenditure, including an expenditure from your personal funds. A filing fee paid to a filing authority to qualify for a place on a ballot is a campaign expenditure that may not be made before filing a campaign treasurer appointment form with the proper filing authority.
- 2** After a candidate has filed a form appointing a campaign treasurer, the candidate is responsible for filing periodic reports of contributions and expenditures.
- 3** Filing reports is the responsibility of the candidate, not the campaign treasurer.
- 4** Even if a candidate loses an election, he or she must continue filing reports until he or she files a final report.
- 5** A candidate may change campaign treasurers at any time by filing an amended appointment of campaign treasurer (FORM ACTA). Filing an appointment of a new treasurer automatically terminates the appointment of the old treasurer.
- 6** As a local filing authority, the City has no authority to assess penalties for violations of Title 15 of the Texas Election Code.
- 7** Any citizen may file a criminal complaint with the District Attorney, a civil complaint with the Ethics Commission, or a civil action against a candidate or officeholder for violations of Title 15 of the Texas Election Code.