

Quick Guide for 2024 Filing as Candidate

Local Offices

Primary 2024 Election

Sheriff	County Attorney	County Tax Assessor-Collector
District Judge, 32 nd Judicial	District Attorney, 32 nd Judicial	County Commissioner Pct 1
County Commissioner Pct 3	Constable Pct 2 & 3	

Filing period November 11, 2023 – December 11, 2023

STEPS FOR FILING FOR LOCAL OFFICE:

1. A candidate’s treasurer appointment (typically Form CTA) MUST be filed on or before any of the following activity occurs:

- Filing their application for a place on the ballot
- Raising or spending any money
- Announcing in public a definite intent to run in a particular election

2. Treasurer appointments can be filed long before any of this happens

Texas Election Code 251.001 (1)

- www.ethics.state.tx.us (Form CTA)
[Form CTA \(Appointment of a Campaign Treasurer by a Candidate\) \(state.tx.us\)](http://www.ethics.state.tx.us)
- Candidates for county & precinct offices file with the County Clerk’s office
TEC Sec. 252.005(2)

3. Optional – File Code of Fair Campaign Practices (Chapter 258)

- www.ethics.state.tx.us (Form CFCP)
[Form CFCP \(Code of Fair Campaign Practices\) \(state.tx.us\)](http://www.ethics.state.tx.us)
- Candidates for county & precinct offices file with the County Clerk’s office
TEC Sec 258.003(a)

4. File Application for a Place on the Primary Ballot and pay a filing fee

- Texas Secretary of State – Candidate’s Guide to Nomination and General Election for 2024 [Candidate’s Guide to Nomination and General Election for 2024 \(texas.gov\)](http://www.sos.texas.gov)

Texas Democratic Party Chair – Brenda Cruz (956) 286-7622 primaryadmin@txdemocrats.org

Democratic County Chair – vacant (contact Texas Democrat Party Chair)

Republican County Chair – Kristin Browne (325) 242-0567 westtexaspatriotsmcr@gmail.com

County Clerk – Carla Kern (325) 728-3481 ckern@co.mitchell.tx.us

County website www.co.mitchell.tx.us

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Texas Ethics Commission

P.O. Box 12070
 Austin, TX 78711-2070
 (512) 463-5800

www.ethics.state.tx.us

Filed with the County Clerk's office and will be posted to county website for 5 years (HB 2626)

1. Candidate/Officeholder Campaign Finance Report
 - o [Form C/OH](#)
 - o [Instructions](#)
 - o Correction Affidavit for Candidate/Officeholder ([Form COR-C/OH](#))
2. Candidate/Officeholder Report of Unexpended Contributions
 - o [Form C/OH-UC](#)
 - o [Instructions](#)
 - o Corrected C/OH-UC ([Form COR-C/OH](#))
3. Other Resources - TEC
 - o **Filing Schedules:** Home Page – Filing Schedules (under picture, on the left) – Uniform (Local) Filing Schedule
 - o **Political Advertising: What You Need to Know** (Home Page – Resources – Advertising)
 - o **Political Fundraising: What You Need to Know** (Home Page – Resources – Resources – Reference Guides)
 - o **Guide To The Prohibition Against Using Political Subdivision Resources for Political Advertising:** (Home Page – Resources – Reference Guides)

TEC - Basic Campaign Finance Info

1. All candidates for public office must file a campaign treasurer appointment, even if they do not plan to raise or spend any money
2. Anyone with an active treasurer appointment on file must file at least two semiannual reports a year, in January and July; there are NO exceptions to this requirement; these reports must be filed even if they have not raised or spent any money
3. If a candidate does not plan to raise or spend over a certain amount (\$1,080 as of 1/1/2024), they can sign up for modified reporting on the back of their CTA form and be exempted from certain pre-election reports (but not semiannual)
4. The only way to terminate a treasurer appointment, which is the only way to stop a filer's continuing filing obligations, is to file a final report
5. Final reports are filed on the same forms as other campaign finance reports (Form C/OH for candidates and officeholders, and Form SPAC for specific-purpose political action committees); the filer just checks the box for "Final Report" under Report Type (Cover Sheet, Page 1, section 9)
6. Final reports can be filed at any time

TEC - Deadline to File Campaign Finance Reports

7. Local candidates and officeholders must file most campaign finance reports by 5:00 p.m. on the due date; see Filing Schedules here:
https://www.ethics.state.tx.us/filinginfo/schedules/filing_schedules.php
8. Pre-election reports (due 30 days and 8 days before an election) must be received by 5:00 p.m. on the due date; no mailing option
9. Local filing authorities must accept campaign finance reports via email; email must be received by 5:00 on the filing deadline to be timely

Texas Election Code 1.007, 251.007, 254.037

The County Clerk's office does not fill out forms for filers; filers cannot use public resources, including our time, for campaign purposes. We do not edit, amend or revise forms; that could be tampering with a governmental record. We do not misrepresent the date of filing of a document.

Texas Penal Code 37.10, 39.02 (a) (2)