

INSTRUCTIONS FOR DELIVERING TREASURER APPOINTMENTS

If you are on an upcoming ballot, then...

Texas state law requires all candidates, all officeholders, and all political committees to file a campaign treasurer appointment with the appropriate filing authority. **You are required to have a campaign treasurer appointment on file with your filing authority EVEN IF YOU DO NOT PLAN TO RAISE OR SPEND ANY MONEY.**

Follow these steps to file your treasurer appointment form with your filing authority.

1. Select the appropriate Treasurer Appointment (TA) form from the Candidate/Officeholder Forms and Instructions page.
2. Fill out the TA form. Read the TA form and Instructions carefully and fill out all fields and all pages. Consider using business street addresses instead of residence addresses so that you do not advertise home addresses.
3. Determine your filing authority. Statewide filers file their treasurer appointments with the Texas Ethics Commission; local filers file their treasurer appointments with their local filing authority. See the first questions in the General FAQs section here to determine your filing authority.
4. Deliver your completed TA form to your filing authority. If you file with the Texas Ethics Commission, you may either:
 - a. EMAIL the signed PDF attachment to treasappoint@ethics.state.tx.us, or
 - b. MAIL the signed form to:

Texas Ethics Commission
P.O. Box 12070
Austin, Texas 78711-2070