

CORRECTION AFFIDAVIT FOR POLITICAL COMMITTEE

All Reports: A filer who files a corrected report must submit a correction affidavit. The affidavit must identify the information that has changed.

Reports filed with Texas Ethics Commission: A corrected report filed with the Ethics Commission after its due date is considered late for purposes of late-filing penalties unless: (1) the report as originally filed substantially complies with the applicable law, (2) any error or omission in the report as originally filed was made in good faith, and (3) the person filing the report files a corrected report not later than the 14th business day after the date the person learns that the report as originally filed is inaccurate or incomplete. Also, a filer wishing to ask the Ethics Commission to consider waiving or reducing a late-filing penalty may do so by providing a basis of the request in the correction affidavit.

Attach additional pages as necessary.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

- 1. Account #.** If the committee files with the Ethics Commission, the campaign treasurer should have received a letter acknowledging receipt of the campaign treasurer appointment and including the committee's account number. Put that number in this box. If the committee does not file with the Ethics Commission, skip this box.
- 2. Total Pages Filed.** After completing this form and any attachments, count the number of pages. Enter that number in this box. Each side of a two-sided form counts as a page. In other words, this form is two pages.
- 3. Committee Name.** Put the committee's full name here. Enter the name in the same way as on the report you are correcting.
- 4. Treasurer Name.** Put the treasurer's full name here.
- 5. Original Report Type.** Mark the type of report you are correcting.
- 6. Original Period Covered.** Enter the period covered by the report you are correcting. The year is important because filers sometimes correct reports years after filing the original.
- 7. Explanation of Correction.** Attach any part of the campaign finance report form needed to report and explain corrections. Explain why there was an error on the original report. Also explain what information is being corrected and how the new information is different from the information on the original report. (Use additional pages if you need more space.) You may also use this area to request a waiver or reduction of a late-filing penalty and state the basis of your request.
- 8. Affidavit.** The committee treasurer should read the affidavit before signing. The committee treasurer must sign the affidavit in the presence of an individual authorized to take oaths. If signed before a notary public, the affidavit must include the notary's signature and seal.