

City of Throckmorton

116 N. Minter Ave. * Throckmorton, TX 76483

Phone (940)849-4411 * Fax (940) 849-3163

January 5, 2015

Dear Prospective Candidate:

Thank you for your consideration to offer your services to the citizens of Throckmorton by becoming a candidate for this year's municipal election. Your candidacy entails the obligation to comply with certain applicable state statutes and local ordinances. In an effort to assist you, I have prepared this "Candidate's Packet" with the necessary forms and pertinent instructions. I urge you to read this letter and the enclosed material prior to filling out the specific forms.

All candidates for office in the City of Throckmorton shall be citizens of the United States of America and qualified voters of the City of Throckmorton and the State of Texas; shall be in compliance with all of the eligibility requirements for public office set out in the Texas Election Code as it now exists or may hereafter be amended; and shall not at the same time hold any other elected or appointed public office of emolument. The term of office for these positions is two years. This election term is from May 2015 to May 2017.

The attached material contains critical information and forms for the 2015 City Officers' Election in Throckmorton. Please refer to the index.

It is your duty to become familiar with the laws applicable to campaigning for office. Regarding the filing of candidate/officeholder reports, the City Secretary is limited to accepting and filing the various applications, affidavits, and/or statements, and noting the date and time of filing thereon. Should you have any questions regarding reporting procedures, contributions, or expenditures, please call the Texas Ethics Commission at (800) 325-8506 or (512) 463-5800, or online at www.ethics.state.tx.us.

You may direct questions about election laws to the Secretary of State at (800) 252-8683 or (512) 463-5650, or go online at www.sos.state.tx.us.

The City Secretary's office is open to help you. Your interest in municipal government is appreciated, and I trust that this will be a positive and exciting experience for you and your supporters. If you have any concerns or if I may be of assistance, do not hesitate to contact me at (940) 849-4411, via email at: mgober@throckmortontx.org, or come by my office. My best wishes to you!

CITY OF THROCKMORTON

Melanie Gober
City Secretary

All information is required to be provided unless indicated as optional.

APPLICATION FOR A PLACE ON THE CITY OF _____ GENERAL ELECTION BALLOT					
TO: City Secretary					
I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.					
OFFICE SOUGHT Include any place number or other distinguishing number, if any.				INDICATE TERM <input type="checkbox"/> FULL <input type="checkbox"/> UNEXPIRED	
FULL NAME (First, Middle, Last)			PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT		
PERMANENT RESIDENCE ADDRESS (Street address and apartment number. If none, describe location of residence. Do not include P.O. Box or Rural Rt.)			MAILING ADDRESS (If different from residence address)		
CITY	STATE	ZIP	CITY	STATE	ZIP
EMAIL ADDRESS (Optional)	OCCUPATION (Do not leave blank)	DATE OF BIRTH / /	VOTER REGISTRATION VUID NUMBER (if applicable)		
TELEPHONE NUMBER (Include area code) (Optional)	Length of Continuous Residence as of Date Application Sworn				
OFFICE:	IN STATE ___ yr(s) ___ mos	IN CITY ___ yr(s) ___ mos	IN DISTRICT OR PRECINCT ¹ ___ yr(s) ___ mos		
HOME:					
<p>If using a nickname as part of your name to appear on the ballot, you are also signing and swearing to the following statements: I further swear that my nickname does not constitute a slogan nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election.</p>					
<p>Before me, the undersigned authority, on this day personally appeared (name) _____, who being by me here and now duly sworn, upon oath says: "I, (name) _____, of _____ County, Texas, being a candidate for the office of _____, swear that I will support and defend the Constitution and laws of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the Constitution and laws of this state. I have not been finally convicted of a felony for which I have not been pardoned or had my full rights of citizenship restored by other official action. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I am aware of the nepotism law, Chapter 573, Government Code.</p> <p>I further swear that the foregoing statements included in my application are in all things true and correct."</p>					
<p style="font-size: 2em; margin: 0;">X</p> <p style="margin: 0;">SIGNATURE OF CANDIDATE</p>					
Sworn to and subscribed before me at _____, this the _____ day of _____, _____.					
SEAL					
Signature of Officer administering oath ²			Title of Officer administering oath		
TO BE COMPLETED BY CITY SECRETARY:					
(See Section 1.007)					
			Date Received		Signature of City Secretary

INSTRUCTIONS

An application to have the name of a candidate placed on the ballot for any election may not be filed earlier than 30 days before the deadline prescribed by this code for filing the application. An application filed before that day is void.

The filing deadline is 5:00 p.m. 71 days prior to the election day if the election is held in May or November of an odd-numbered year, except in cases where the law specifies the contrary.

The filing deadline is 5:00 p.m. 78 days prior to the election day if the election is held in November of an even-numbered year.

The candidate **must** sign this statement indicating his awareness of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to himself, or to any other member of the governing body or court on which he serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

Examples of relatives within the third degree of consanguinity are as follows:

- (1) First degree: parent, child;
- (2) Second degree: brother, sister, grandparent, grandchild;
- (3) Third degree: great-grandparent, great-grandchild, uncle, aunt, nephew, niece.

These include relatives by blood, half-blood, and legal adoption.

Examples of relatives within the second degree of affinity are as follows:

- (1) First degree: spouse, spouse's parent, son-in-law, daughter-in-law;
- (2) Second degree: brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent.

Persons related by affinity (marriage) include spouses of relatives by consanguinity, and, if married, the spouse and the spouse's relatives by consanguinity. These examples are not all inclusive.

FOOTNOTE

¹If the territory for which the office is elected is citywide (at large) the length of residence in district/precinct is not required.

²All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary, and the Secretary of State of Texas.

Se requiere toda la información, a menos que haya alguna indicación que no es obligatoria.

APLICACION PARA UN LUGAR EN LA BOLETA DE LA CIUDAD DE ELECCIÓN GENERAL								
A: Secretario(a) de la Ciudad Solicito que mi nombre esté puesto en la arriba nombrada boleta como candidato para puesto oficial indicado abajo.								
PUESTO OFICIAL SOLICITADO Incluye cualquier número de lugar u otro número que hace el puesto oficial diferente a otros, si hay alguno.				INDIQUE TÉRMINO <input type="checkbox"/> TÉRMINO COMPLETO <input type="checkbox"/> NO COMPLETADO				
NOMBRE COMPLETO (Nombre de Pila, Segundo Nombre, Apellido)			ESCRIBA SU NOMBRE COMO DESEA QUE APAREZCA EN LA BOLETA					
DIRECCION DE RESIDENCIA PERMANENTE: Calle y Número de Departamento: si no tiene, describa la localidad de su residencia. No incluya su caja postal o ruta rural.			DIRECCIÓN POSTAL (Si es diferente a su dirección de residencia)					
CIUDAD	ESTADO	ZONA POSTAL	CIUDAD	ESTADO	ZONA POSTAL			
CORREO ELECTRÓNICO (Optativo)	EMPLEO (No lo deje en blanco)		FECHA DE NACIMIENTO / /	NUM. DE VUID DE VOTANTE (si aplica)				
NÚMERO DE TELEFONO – Incluye el código de área (Optativo) DE SU OFICINA: DE SU DOMICILIO:			TIEMPO EN QUE HA RESIDIDO EN UN SOLO LUGAR EN LA FECHA EN QUE PRESTÓ JURAMENTO SOBRE LA SOLICITUD <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;"> EN EL ESTADO ____ (año(s)) ____ (mes(es)) </td> <td style="text-align: center;"> EN LA CIUDAD ____ (año(s)) ____ (mes(es)) </td> <td style="text-align: center;"> EN EL DISTRITO O PRECINTO¹ ____ (año(s)) ____ (mes(es)) </td> </tr> </table>			EN EL ESTADO ____ (año(s)) ____ (mes(es))	EN LA CIUDAD ____ (año(s)) ____ (mes(es))	EN EL DISTRITO O PRECINTO¹ ____ (año(s)) ____ (mes(es))
EN EL ESTADO ____ (año(s)) ____ (mes(es))	EN LA CIUDAD ____ (año(s)) ____ (mes(es))	EN EL DISTRITO O PRECINTO¹ ____ (año(s)) ____ (mes(es))						
Para poder incluir un apodo como parte de su nombre completo el la papeleta, Ud. deberá firmar la siguiente constancia: Además, juro que se me ha conocido por este apodo por más de tres años. Además, juro que el apodo no es un lema político ni una indicación de mis creencias o afiliaciones políticas, económicas, sociales, o religiosas.								
Ante mí, la autoridad, suscrita apareció en persona _____, quien habiendo aquí y ahora prestado juramento debido, bajo juramento dice: "Yo, _____, del condado de _____, Texas, siendo candidato para el puesto oficial de _____ solemnemente juro que apoyaré y defenderé la Constitución y las leyes de los Estados Unidos y del Estado de Texas. Soy ciudadano de los Estados Unidos elegible para ocupar tal puesto oficial bajo la Constitución y las leyes de este Estado. No me han determinado por un juicio final de una corte de la legalización de un testamento, ser totalmente incapacitado mentalmente o parcialmente incapacitado sin el derecho de votar, ni he sido probado culpable finalmente de una felonía por la cual no he sido perdonado o por la cual no se me han restituido enteramente mis derechos de ciudadanía por medio de otra acción oficial. Yo tengo conocimiento de la ley sobre el nepotismo según el capitulo 573 de Código Gobierno.								
Además juro que las anteriores declaraciones que incluyo en mi solicitud son verdaderas y están correctas en todos sentidos."								
X _____ FIRMA DEL CANDIDATO								
Jurado y suscrito ante mi en _____, este día _____ de _____.								
Firma del oficial administrando el juramento ²				SELLO Título del oficial administrando el juramento				
TO BE COMPLETED BY CITY SECRETARY: (See Section 1.007)								
			_____ Date Received		_____ Signature of City Secretary			

INSTRUCCIONES

Una aplicación para que le nombre de un candidato aparezca en la boleta para cualquier elección no deberá registrarse antes de 30 días antes del último día para registrar la aplicación como prescribe este código. Una aplicación registrada antes de ese día se declara inválida.

El último día para registrarse es a las 5 de la tarde 71 días antes del día de elección, si la elección es administrada en mayo o en noviembre de los años nones menos en casos donde la ley especifique lo contrario.

El último día para registrarse es a las 5 de la tarde 78 días antes del día de elección si la elección es administrada en noviembre de los años pares.

El candidato **deberá** firmar esta declaración indicando que él/ella está enterado(a) de la ley sobre el nepotismo. Lo siguiente es un resumen de las prohibiciones del nepotismo al acuerdo al capítulo 573 de Código Gobierno:

Ningún oficial podrá nombrar, o votar por o confirmar el nombramiento o empleo de alguna persona que está emparentada con él dentro del segundo grado por afinidad (matrimonio) o dentro del tercer grado por consanguinidad (sangre), o que está emparentada con cualesquier otro miembro del cuerpo directivo o corte en que él/ella celebra sesión cuando la compensación de esa persona estará pagada con fondos públicos o los honorarios del puesto oficial. Sin embargo, la ley no prohíbe el nombramiento, el votar por, o la confirmación de alguna persona que continuadamente ha sido empleado de la oficina o ha sido empleado durante el siguiente plazo antes de la elección o el nombramiento del oficial o miembro que está emparentado con el empleado en el grado prohibido: seis meses, si el oficial o miembro está elegido en una elección otra de la elección general para oficiales del estado y del condado.

Ningún candidato podrá obrar para influir a un empleado del puesto oficial al cual el candidato desea estar elegido o un empleado o oficial del cuerpo fiscal al cual el candidato desea estar elegido en cuanto al nombramiento o al empleo de una persona que está emparentada con el candidato en un grado prohibido como notado arriba. Esta restricción no se dirige a las acciones de un candidato respecto a una clase o categoría de buena fe de empleados o empleados anticipados.

Los ejemplos de parientes dentro del tercer grado de consanguinidad son los siguientes:

- (1) Primer grado: padre, madre, hijo(a);
- (2) Segundo grado: hermano(a), abuelo(a), nieto(a) primo(a);
- (3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parientes de linaje (sangre), medios hermanos, y adopción legal.

Los ejemplos de parientes dentro del segundo grado de afinidad son los siguientes:

- (1) Primer grado: esposo(a), suegro(a), yerno(a);
- (2) Segundo grado: cuñado(a), abuelo(a) del esposo o esposa.

Las personas que están emparentadas por afinidad (matrimonio) están incluyen los esposos o esposas de parientes que están emparentados por consanguinidad, y, si casados, el esposo o esposa y los parientes del esposo o esposa por consanguinidad. No todos estos ejemplos son inclusivos.

NOTA

¹Si el territorio del puesto que se elige abarca la ciudad entera (plurinominal), no se requiere la duración de residencia en el distrito/precinto.

²Todo juramento, testimonio o afirmación hecho dentro de este Estado se podrá administrar y se podrá dar un certificado del hecho por un juez, escribano, o comisionado de alguna corte de registro, un notario público, un juez de paz, secretario de la ciudad, y el Secretario del Estado de Texas.

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¹If the territory for which the office is elected is citywide (at large) the length of residence in district/precinct is not required.

²All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary, and the Secretary of State of Texas.

IMPORTANT DATES
GENERAL CITY OFFICERS' ELECTION ** MAY 09, 2015

- February 27, 2015 First day for filing application for place on ballot.
- March 10, 2015 Deadline to file application for place on ballot (must be received by 5:00 p.m.).
- March 7, 2015 First day to accept applications for early ballots to be voted by mail.
- March 9, 2015 Drawing for place on ballot at 4:00 p.m. in City Hall Council Chambers.
- March 3, 2015 Last day for a candidate to withdraw (Must receive in writing by 5:00 p.m.)
- April 9, 2015 Last day to register to vote in order to be able to vote in May 14th election.
- 1st Report of Candidate/Officeholder Campaign Finance Report due.
- April 27, 2015 Early voting by personal appearance begins at City Hall from 8:00 a.m. to 4:00 p.m., Monday - Friday.
- Apr 27-28, 2015 Early voting will be conducted at City Hall from 7:00 a.m. To 7:00 p.m.
- April 30, 2015 Last day to receive applications for early voting ballots to be voted by mail.
- May 1, 2015 2nd Report of Candidate/Officeholder Campaign Finance Report due.
- May 5, 2015 Last day to vote early by personal appearance.
- May 9, 2015 ELECTION DAY ** 7:00 a.m to 7:00 p.m**
- May 12-20, 2015 Official canvass of returns and oaths of office by newly elected officers, unless runoff election is necessary.
(Date subject to change; All candidates will be notified if change is made.)
- May 24, 2015 Drawing for place on runoff ballot, if necessary.
- June 3, 2015 Early Voting by Personal Appearance**
- June 14, 2015 Possible Period for Runoff Election, if necessary.**

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CANDIDATE MODIFIED REPORTING DECLARATION

FORM CTA
PG 2

11 CANDIDATE
NAME

12 MODIFIED
REPORTING
DECLARATION

COMPLETE THIS SECTION ONLY IF YOU ARE CHOOSING MODIFIED REPORTING

**** This declaration must be filed no later than the 30th day before
the first election to which the declaration applies. ****

**** The modified reporting option is valid for one election cycle only. ****
(An election cycle includes a primary election, a general election, and any related runoffs.)

**** Candidates for the office of state chair of a political party
may NOT choose modified reporting. ****

I do not intend to accept more than \$500 in political contributions or
make more than \$500 in political expenditures (excluding filing fees)
in connection with any future election within the election cycle.
I understand that if either one of those limits is exceeded, I will be
required to file pre-election reports and, if necessary, a runoff
report.

Year of election(s) or election cycle to
which declaration applies

Signature of Candidate

This appointment is effective on the date it is filed with the appropriate filing authority.