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Dear Candidate,

Thank you for submitting an Application for a Place on the Special Election Ballot. The following forms are necessary for your campaign as a Watauga City Council Candidate and have been provided for you in your Candidate Packet. Additional forms may become necessary depending on the circumstances of your campaign (i.e. changing the appointment of your campaign treasurer or correction affidavits, etc.).

<table>
<thead>
<tr>
<th>Form # and Rev. Date</th>
<th># of Pgs.</th>
<th>Form Title</th>
<th>Source*</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>C/OH (8/17/2020)</td>
<td>3</td>
<td>Candidate/Officeholder Campaign Finance Report</td>
<td>TEC</td>
<td>Submit form C/OH along with the appropriate schedule at the following times:</td>
</tr>
<tr>
<td></td>
<td></td>
<td>A1 - Monetary Political Contributions</td>
<td></td>
<td>Semiannually (1/15/21 &amp; 7/15/21)</td>
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<tr>
<td></td>
<td></td>
<td>A2 - Non-Monetary (In-Kind) Political Contributions</td>
<td></td>
<td>Pre-Election Report 1 (30th day before election, 4/1/21)</td>
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<tr>
<td></td>
<td></td>
<td>B - Pledged Contributions</td>
<td></td>
<td>Pre-Election Report 2 (8th day before election, 4/23/21)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>E - Loans</td>
<td></td>
<td>Exceeded $500 limit report (for expenses or contributions)</td>
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<tr>
<td></td>
<td></td>
<td>F1 - Political Expenditures Made from Political Contributions</td>
<td></td>
<td>15th Day After Campaign Treasurer Appointment Report (Officeholders only)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>F2 - Unpaid Incurred Obligations</td>
<td></td>
<td>Final Report</td>
</tr>
<tr>
<td></td>
<td></td>
<td>F3 - Purchase of Investments Made from Political Contributions</td>
<td></td>
<td>Any other event determined necessary by the TEC</td>
</tr>
<tr>
<td></td>
<td></td>
<td>F4 - Expenditures Made by Credit Card</td>
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<tr>
<td></td>
<td></td>
<td>G - Political Expenditures Made from Personal Funds</td>
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<tr>
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<td>H - Payment Made from Political Contributions to a Business of C/OH</td>
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<td></td>
<td></td>
<td>I - Non-Political Expenditures Made from Political Contributions</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>K - Interest, Credits, Gains, Refunds, and Contributions Returned to Filer</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>T - In-Kind Contributions or</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
City of Watauga Council Candidates are considered ‘local filers’ and therefore all forms are to be filed with the City Secretary at 7105 Whitley Rd., Watauga, TX 76148. No forms are required to be filed with the Texas Ethics Commission. However, if you would prefer to complete the forms electronically, you may access the forms at the following sites and then print them for filing with the City Secretary:

- All other Filing Forms [https://www.ethics.state.tx.us/forms/coh/cohfrm.php](https://www.ethics.state.tx.us/forms/coh/cohfrm.php) (See specific form number to locate)

Please note that once these forms are filed with the City Secretary, they become subject to the Public Information Act. All of the information on these forms is available to the public and/or media upon request.

If you have any questions about the forms or need additional copies, please contact the City Secretary at 817-514-5800 or agardner@wataugatx.org.

Sincerely,

Andrea Gardner, City Manager/City Secretary
February 22, 2021

TO: Candidates for City Council
FROM: Andrea Gardner, City Manager/City Secretary
SUBJECT: May 1, 2021 Special Election

Thank you for your interest in becoming a candidate for the City of Watauga City Council. This year in the City’s Special Election, one citizen will be elected at large to serve an unexpired term as a Councilmember for Place 1. The position is current vacant as declared by the Watauga City Council on February 8, 2021. The unexpired term of office will be from May 2021 to May 2022.

Key dates to calendar for the Special Election scheduled for May 1, 2021 are:

<table>
<thead>
<tr>
<th>Day of Week</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>February 9, 2021, 8:00 a.m.</td>
<td>First Day of Filing Period for a Place on the Special Election Ballot</td>
</tr>
<tr>
<td>Monday</td>
<td>March 1, 2021, 5:00 p.m.</td>
<td>Last Day of Filing Period for a Place on the Special Election Ballot</td>
</tr>
<tr>
<td>Friday</td>
<td>March 5, 2021, 5:00 p.m.</td>
<td>Last Day a Candidate May Withdraw from the Special Election to Fill an Unexpired Term for Place 1</td>
</tr>
<tr>
<td>Tuesday</td>
<td>March 2, 2021, 9:00 a.m.</td>
<td>Ballot Drawing Will Be Held for Special Election Place 1</td>
</tr>
<tr>
<td>Tuesday</td>
<td>March 2, 2021, 12:00 p.m.</td>
<td>List of Candidates in ballot order due to Tarrant County Elections</td>
</tr>
</tbody>
</table>

Due to COVID-19, the Texas Secretary of State’s Office revised its legal interpretation of the general requirements for a candidate’s “Application for a Place on the Ballot” to allow for said applications to be filed by email or fax.

Your candidacy entails many obligations. The most important obligation is to comply with all federal statutes, state statutes and local ordinances pertaining to elections and candidacies. As you begin your campaign, it will be your responsibility to take the time to become familiar with the laws applicable to campaigns for elective office. Candidates may expect the City Secretary to answer general questions regarding due dates for reports and filings. However, the duty of a City Secretary is specifically limited by law to the accepting and filing of various applications/affidavits/statements and notating the date and time of all filings. City staff should not be expected to judge or comment on the timeliness or sufficiency of reports filed. These documents are public record and are open for public inspection. We will do everything possible
to assist you with questions that may arise during your campaign; however, we cannot offer legal advice or opinion. Any legal questions you may have will be best answered by the Secretary of State's Office in Austin or the Texas Ethics Commission in Austin. For your convenience, the Texas Election Code and the Local Government Code may be viewed at http://www.statutes/legis.state.tx.us.

Included in this packet is a calendar of events and deadlines, customary forms and general information needed to begin your campaign. I hope this is helpful to you during your candidacy; however, be advised that this packet includes only a small portion of the regulations that relate to Municipal Elections, Candidates, and/or Officeholders. It is the responsibility of each candidate to obtain any necessary information regarding Texas Election Laws and to abide by those laws. Additional information may be obtained from the Secretary of State’s Office and the Texas Ethics Commission. Please verify either with my office or the agencies listed below, that you have the most current information and forms.

Secretary of State
PO Box 12060
Austin, TX 78711-2060
1(800) 252-8683
http://www.sos.state.tx.us

Texas Ethics Commission
PO Box 12070
Austin, TX 78711-2070
1(800) 325-8506
http://www.ethics.state.tx.us

If I can be of further assistance to you, please do not hesitate to contact me at 817-514-5800 or agardner@wataugatx.org.

Good luck on your campaign!

Regards,

Andrea Gardner
City Manager/City Secretary
Important Dates for 2021

• Monday, December 14, 2020
  — Deadline to post Notice of Deadline to File Applications for Place on the Ballot.

• Wednesday, January 13, 2021
  — First day to file an application for a place on the ballot or a declaration of write-in candidacy
    for general elections occurring May 1, 2021.

• Friday, February 12, 2021
  — Last Day to Order a General Election for May 1, 2021.
  — Last Day to file for a place on the ballot as regular candidate

• Tuesday, February 16, 2021
  — Last Day to File for a place on the ballot as a write-in candidate for the general election

• Thursday, April 1, 2021
  — Last Day to Register to Vote for the May 1, 2021 Uniform Election date.

• Tuesday, April 20, 2021
  — Last Day to Apply for a Ballot By Mail (received, not postmarked)

• Monday, April 19, 2021 - Tuesday, April 27, 2021
  — Early Voting by Personal Appearance

• Saturday, May 1, 2021
  — Election Day!
# APPLICATION FOR A PLACE ON THE SPECIAL ELECTION BALLOT

TO: City Secretary/Secretary of Board

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.)

### FULL NAME (First, Middle, Last)

### PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT

### PERMANENT RESIDENCE ADDRESS
(Do not include a P.O. Box or Rural Route. If you do not have a residence address, describe the address at which you receive personal mail and location of residence.)

### PUBLIC MAILING ADDRESS
(Campaign mailing address, if available.)

### CITY STATE ZIP

### CITY STATE ZIP

### PUBLIC EMAIL ADDRESS
(If available)

### OCCUPATION
(Do not leave blank)

### DATE OF BIRTH

### VOTER REGISTRATION NUMBER
(Optional)

## TELEPHONE CONTACT INFORMATION
(Optional)

### LENGTH OF CONTINUOUS RESIDENCE AS OF DATE APPLICATION SWORN

<table>
<thead>
<tr>
<th>IN STATE</th>
<th>IN TERRITORY FROM WHICH THE OFFICE SOUGHT IS ELECTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>_____ year(s)</td>
<td>_____ year(s)</td>
</tr>
<tr>
<td>_____ month(s)</td>
<td>_____ month(s)</td>
</tr>
</tbody>
</table>

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.

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.

I further swear that the foregoing statements included in my application are in all things true and correct."

X

SIGNATURE OF CANDIDATE

Sworn to and subscribed before me at __________________________, this the _____ day of __________________________.

SEAL

Signature of Officer Administering Oath

Title of Officer Administering Oath

TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:

(See Section 1.007)

Date Received 

Signature of Secretary

Voter Registration Status Verified □
INSTRUCTIONS

A special election can be used to fill a vacancy only if authorized by law.

An application for a special election may not be filed until after the election is ordered. The filing deadline is governed by Section 201.054 of the Texas Election Code, and by the date the special election was ordered. The filing deadline should be stated in the election order. Please review the Secretary of State’s election law calendars for Section 201.054 deadlines.

If you have questions about the application, please contact the Secretary of State’s Elections Division at 800-252-8683.

NEPOTISM LAW

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.

FOOTNOTES

1 For rules concerning the form of a candidate’s name or nickname on the ballot, see subchapter B, chapter 52 of the Texas Election Code.
2 Inclusion of a candidate’s VUID is optional. However, many candidates are required to be registered voters in the territory from which the office is elected at the time of the filing deadline. Please visit the Elections Division of the Secretary of State’s website for additional information, http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml
3 This refers to the length of residence inside the district or territory from which the office is elected. For example, length of residence in a school district, for a school trustee office elected at large. This field MUST BE COMPLETED.
4 All 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 (for a city office), and the Secretary of State of Texas.
DEBE PROPORCIONARSE LA INFORMACIÓN REQUERIDA A MENOS QUE SE INDIQUE QUE ES OPCIONAL

SOLICITUD PARA FIGURAR EN LA BOLETA DE ________ ELECCIÓN ESPECIAL

A: Secretario(a) de la Ciudad/ Secretario del Consejo

Solicito que mi nombre figure en la boleta oficial indicada más arriba como candidato/a al cargo a continuación.

PUESTO OFICIAL SOLICITADO (Incluya cualquier número de cargo u otro número distintivo, si el cargo lo tiene).

NOMBRE COMPLETO (Primer nombre, segundo nombre, apellido)  ESCRIBA SU NOMBRE COMO DESEA QUE FIGURE EN LA BOLETA

DIRECCIÓN RESIDENCIAL PERMANENTE (No incluya una casilla postal o una ruta rural. Si usted no tiene una dirección residencial, describa el lugar en que recibe correspondencia personal y la ubicación de su residencia.)

DIRECCIÓN POSTAL PÚBLICA (Dirección en la que recibirá correspondencia relacionada a su campaña, si es disponible.)

CIUDAD  ESTADO  CÓDIGO POSTAL  CIUDAD  ESTADO  CÓDIGO POSTAL

CORREO ELECTRÓNICO PÚBLICO (Si está disponible.)  EMPLEO (No deje este espacio en blanco.)

FECHA DE NACIMIENTO  VUID – NÚMERO UNICO DE IDENTIFICACIÓN DE VOTANTE (Opcional)

INFORMACIÓN DE CONTACTO (Opcional)  DURACIÓN DE RESIDENCIA CONTINUA AL MOMENTO DE JURAMENTAR ESTA SOLICITUD

Tel. residencial: EN EL ESTADO  EN EL TERRITORIO POR EL CUAL SERÍA ELECTO/A

Tel. laboral:  _____ año(s)  _____ año(s)

Tel. celular:  _____ mes(es)  _____ mes(es)

En caso de usar un apodo como parte de su nombre en la boleta, usted también firma y jura lo siguiente: Asimismo, juro que mi apodo no constituye un lema político ni tampoco es una indicación de mis creencias o afiliaciones políticas, económicas, sociales o religiosas. Se me ha conocido por este apodo durante al menos tres años antes de esta elección.

Ante mí, la autoridad suscrita, compareció (nombre) ____________________________________________, quien frente a mí y bajo juramento debido, declara:

"Yo, (nombre) ____________________________________________, del condado de ____________________________, Texas, siendo candidato para el cargo oficial de ____________________________, juro solemnemente 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 cargo oficial bajo la Constitución y las leyes de este Estado. No se me ha condenado por un delito mayor por el cual no haya sido absuelto o por el cual no se me hayan restituido enteramente mis derechos de ciudadanía por medio de otra acción oficial. No existe un fallo final de un tribunal testamentario que me declare total o parcialmente incapacitado mentalmente sin derecho a votar. Yo tengo conocimiento de la ley sobre el nepotismo según el Capítulo 573 del Código de Gobierno.

Además, juro que las declaraciones anteriores que incluyo en mi solicitud son verdaderas y correctas".

X  ____________________________  ____________________________
FIRMA DEL CANDIDATO  SELLO

Jurado y suscrito ante mí en ____________________________, este día ________ de _______, _______.

Firma del oficial que administra el juramento*  Título del oficial que administra el juramento

TO BE COMPLETED BY CITY SECRETARY OR SECRETARY OF BOARD:

(See Section 1.007)  ____________________________  ____________________________
Date Received  Signature of Secretary

Voter Registration Status Verified □
INSTRUCCIONES

Una elección especial puede ser usada para llenar una vacante solamente si está autorizado por la ley.

Una solicitud para una elección especial no puede ser presentada hasta que la elección sea ordenada. La fecha límite de presentación se rige por la Sección 201.054 del Código Electoral de Texas, y por la fecha en que se ordenó la elección especial. La fecha límite de presentación debería ser indicada en la orden de elección. Por favor revise el calendario de leyes electorales del Secretario de Estado para las fechas límite de la Sección 201.054.

Si tiene alguna pregunta sobre la solicitud, por favor póngase en contacto con la división de elecciones del Secretario de Estado al 800-252-8683.

LEY SOBRE EL NEPOTISMO

El candidato deberá firmar esta declaración para indicar que tiene conocimiento sobre la ley sobre el nepotismo. A continuación figuran las prohibiciones del nepotismo según el capítulo 573 de Código Gobierno:

Ningún funcionario podrá nombrar, votar por o confirmar el nombramiento o empleo de ninguno de sus parientes en segundo grado por afinidad (matrimonio) o en tercer grado por consanguinidad (sangre), o de los parientes de cualquier otro integrante del cuerpo directivo o tribunal en que el funcionario celebre sesión cuando la compensación para esa persona se pagare con fondos públicos u honorarios de su puesto oficial. Sin embargo, la ley no prohíbe el nombramiento, el votar por o la confirmación de ninguna persona que haya trabajado en la oficina de manera continua o el empleo para el siguiente periodo antes de la elección o el nombramiento del funcionario o miembro emparentado con el empleado en el grado prohibido: seis meses, si el funcionario o miembro se elige en una elección general de funcionarios de estado y condado.

Ningún candidato podrá influir sobre un empleado relacionado al puesto oficial al cual el candidato aspira o un empleado o funcionario del cuerpo fiscal al cual el candidato aspira respecto del nombramiento o el empleo de un pariente del candidato en un grado prohibido según se indica arriba. Esta restricción no se dirige a las acciones de un candidato respecto de una clase o categoría de empleados o posibles empleados de buena fe.

Los ejemplos de parentesco en tercer grado por consanguinidad son los siguientes:
(1) Primer grado: padre, madre, hijo(a);
(2) Segundo grado: hermano(a), abuelo(a), nieto(a);
(3) Tercer grado: bisabuelo(a), bisnieto(a), tío(a), sobrino(a).

Los siguientes incluyen parentescos de consanguinidad, medios hermanos y adopción legal. Los ejemplos de parentescos en segundo grado por afinidad son los siguientes:
(1) Primer grado: cónyuge, suegro(a), yerno, nuera;
(2) Segundo grado: cuñado(a), abuelo(a) del cónyuge.

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

NOTAS

1Para reglas sobre la forma del nombre de un candidato o apodo en la boleta electoral, vea el subcapítulo B, Capítulo 52 del Código Electoral de Texas.
2La inclusión del número único de identificación de votante (VUID, por sus siglas en Ingles) es opcional. Sin embargo, para muchos candidatos, es un requisito estar registrados como votantes en el territorio por el cual serán electos a partir de la fecha límite de la solicitud. Puede encontrar información adicional sobre el requisito de registro de votante en nuestra página: http://www.sos.state.tx.us/elections/laws/hb484-faq.shtml
3Esto se refiere a la duración de la residencia dentro del distrito o territorio de que se elige la oficina. Por ejemplo, la duración de residencia en un distrito escolar, para una oficina del consejero escolar elegida en general. Este campo DEBE SER COMPLETADO.
4Los juramentos, las declaraciones juradas o las afirmaciones que se efectúen dentro de este Estado podrán ser administradas por un juez, escribano o comisionado de alguna corte de registro, por un notario público, un juez de paz, un secretario de la ciudad o el Secretario de Estado de Texas, quienes cuentan con la capacidad de proporcionar un certificado del hecho.
See CTA Instruction Guide for detailed instructions.

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<table>
<thead>
<tr>
<th>2 CANDIDATE NAME</th>
<th>MS / MRS / MR</th>
<th>FIRST</th>
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<tbody>
<tr>
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<th>PHONE NUMBER</th>
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<td>(       )</td>
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<table>
<thead>
<tr>
<th>5 OFFICE HELD (if any)</th>
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<table>
<thead>
<tr>
<th>6 OFFICE SOUGHT (if known)</th>
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<thead>
<tr>
<th>7 CAMPAIGN TREASURER NAME</th>
<th>MS / MRS / MR</th>
<th>FIRST</th>
<th>MI</th>
<th>NICKNAME</th>
<th>LAST</th>
<th>SUFFIX</th>
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<thead>
<tr>
<th>8 CAMPAIGN TREASURER STREET ADDRESS (if known)</th>
<th>STREET ADDRESS (NO PO BOX PLEASE)</th>
<th>APT / SUITE</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
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<tr>
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<th>AREA CODE</th>
<th>PHONE NUMBER</th>
<th>EXTENSION</th>
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<tr>
<th>10 CANDIDATE SIGNATURE</th>
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I am aware of the Nepotism Law, Chapter 573 of the Texas Government Code.

I am aware of my responsibility to file timely reports as required by title 15 of the Election Code.

I am aware of the restrictions in title 15 of the Election Code on contributions from corporations and labor organizations.

__________________________  _______________________
Signature of Candidate      Date Signed
### CANDIDATE 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 $900 in political contributions or make more than $900 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.

<table>
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<tr>
<th>Year of election(s) or election cycle to which declaration applies</th>
<th>Signature of Candidate</th>
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This appointment is effective on the date it is filed with the appropriate filing authority.

TEC Filers may send this form to the TEC electronically at treasappoint@ethics.state.tx.us or mail to
Texas Ethics Commission
P.O. Box 12070
Austin, TX 78711-2070

Non-TEC Filers must file this form with the local filing authority
DO NOT SEND TO TEC

For more information about where to file go to: http://204.65.203.6/filinginfo/QuickFileAReport.php
Pursuant to chapter 258 of the Election Code, every candidate and political committee is encouraged to subscribe to the Code of Fair Campaign Practices. The Code may be filed with the proper filing authority upon submission of a campaign treasurer appointment form. Candidates or political committees that already have a current campaign treasurer appointment on file as of September 1, 1997, may subscribe to the code at any time.

*Subscription to the Code of Fair Campaign Practices is voluntary.*

<table>
<thead>
<tr>
<th>1 ACCOUNT NUMBER</th>
<th>2 TYPE OF FILER</th>
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<tr>
<td>(Ethics Commission Filers)</td>
<td>CANDIDATE □</td>
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*If filing as a candidate, complete boxes 3 - 6, then read and sign page 2.
If filing for a political committee, complete boxes 7 and 8, then read and sign page 2.*

<table>
<thead>
<tr>
<th>3 NAME OF CANDIDATE</th>
<th>4 TELEPHONE NUMBER OF CANDIDATE</th>
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<th>5 ADDRESS OF CANDIDATE</th>
<th>6 OFFICE SOUGHT BY CANDIDATE</th>
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<tr>
<th>7 NAME OF COMMITTEE</th>
<th>8 NAME OF CAMPAIGN TREASURER</th>
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**GO TO PAGE 2**

www.ethics.state.tx.us

Revised 11/23/2010
CODE OF FAIR CAMPAIGN PRACTICES

There are basic principles of decency, honesty, and fair play that every candidate and political committee in this state has a moral obligation to observe and uphold, in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional rights to a free and untrammeled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

(1) I will conduct the campaign openly and publicly and limit attacks on my opponent to legitimate challenges to my opponent’s record and stated positions on issues.

(2) I will not use or permit the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or the candidate’s personal or family life.

(3) I will not use or permit any appeal to negative prejudice based on race, sex, religion, or national origin.

(4) I will not use campaign material of any sort that misrepresents, distorts, or otherwise falsifies the facts, nor will I use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or patriotism of my opponent.

(5) I will not undertake or condone any dishonest or unethical practice that tends to corrupt or undermine our system of free elections or that hampers or prevents the full and free expression of the will of the voters, including any activity aimed at intimidating voters or discouraging them from voting.

(6) I will defend and uphold the right of every qualified voter to full and equal participation in the electoral process, and will not engage in any activity aimed at intimidating voters or discouraging them from voting.

(7) I will immediately and publicly repudiate methods and tactics that may come from others that I have pledged not to use or condone. I shall take firm action against any subordinate who violates any provision of this code or the laws governing elections.

I, the undersigned, candidate for election to public office in the State of Texas or campaign treasurer of a political committee, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct the campaign in accordance with the above principles and practices.

__________________________
Signature

__________________________
Date
NOTICE OF DRAWING FOR A PLACE ON THE BALLOT

Notice is hereby given of a drawing to determine the order in which the names of candidates are to be printed on the ballot for the Special Election to be held on Saturday, May 1, 2021 in the City of Watauga, Texas. The drawing will be held at 9:00 a.m. on Tuesday, March 2, 2021, at City Hall Council Chamber, 7105 Whitley Road, Watauga, Texas.

Andrea Gardner
City Secretary

AVISO DE SORTEO PARA UN LUGAR EN LA BOLETA DE VOTACIÓN

Se notifica por el presente que se realizará un sorteo para determinar el orden en que aparecerán escritos los nombres de los candidatos en la boleta de votación de la Elección Especial que se llevará a cabo el sábado 1 de mayo de 2021 en la Ciudad de Watauga, Texas. El sorteo tendrá lugar a las 9:00 a.m. el martes 2 de marzo de 2021 en City Hall Council Chamber, 7105 Whitley Road, Watauga, Texas.

Andrea Gardner
Secretaria de la Ciudad

THÔNG BÁO VỀ BUỔI RÚT THẢM XÁC ĐỊNH THỦ TỤ GHI TÊN ỦNG CỨ VIÊN TRÊN LÁ PHIẾU BÀU CỤ'

Theo đầy xin thông báo về buổi rút thăm xác định thủ tục ghi tên các ứng cử viên sẽ được in trên lá phiếu của Cuộc Bầu Cử Đặc Biệt sẽ được tổ chức vào thứ Bảy, ngày 1 tháng Năm, năm 2021 tại Thành Phố Watauga, Texas. Buổi rút thăm sẽ được tổ chức vào 9:00 sáng thứ ba, ngày 2 tháng Ba, năm 2021, tại City Hall Council Chamber, 7105 Whitley Road, Watauga, Texas.

Andrea Gardner
Thư Ký Hội Đồng Thành Phố
ARTICLE III. - THE GOVERNING BODY

Sec. 3.01. - Number, selection, term of the governing body.

The legislative and governing body of the city shall be known as the “city council of the City of Watauga” and shall consist of eight members including seven councilmembers elected by place number and a mayor. The term “member of city council” shall mean the mayor or an individual councilmember. The place numbers for the seven (7) councilmembers shall be known as Place 1, Place 2, Place 3, Place 4, Place 5, Place 6 and Place 7. All members of the city council are to be elected pursuant to majority vote from the city at large. The members of the city council shall be elected under the general provisions of article IV of this Charter for terms of office as set forth below, provided however, that if the dates specified for a general or special election in applicable law are altered or amended, such terms shall extend until the next date specified for conducting a general or special election following the expiration of the originally contemplated term.

Terms of office for members of the city council shall be two years in accordance with the following schedule. Regular terms of office shall commence immediately following the canvass of votes for the election as provided by this Charter. Terms of office for councilmembers in places 1, 2, 6 and 7 shall expire in May of even-numbered years. Terms of office for mayor and councilmembers in places 3, 4 and 5 shall expire in May of odd-numbered years.

Each member of the city council shall hold office until a successor is elected and duly sworn, unless removed under the provisions of this Charter.

Sec. 3.02. - Qualifications.

Each member of the city council:

   (a) (i) shall have been a resident of the City of Watauga for a period of not less than 12 months immediately preceding his or her election or (ii) shall have been a resident of the city or of territory annexed into the City under the provisions of this Charter during the 12-month period preceding his or her election;

   (b) shall be a qualified voter of the State of Texas and the City of Watauga;

   (c) shall not be employed by the city;

   (d) shall not hold another elective governmental office;

   (e) shall be 21 years of age or older at the time of assuming office;

   (f) shall not have been determined to be mentally incompetent by a final judgment of a court; and

   (g) shall have not been finally convicted of a felony offense or a misdemeanor offense involving moral turpitude from which the person had not been pardoned or otherwise released from the resulting disability. For purposes of this Home Rule Charter, a crime of moral turpitude
shall mean a criminal offense involving fraud, deceit, dishonesty or a criminal offense that is inherently immoral.

The qualifications set forth in subsections (a) through (f) of this section shall be applicable to a person seeking the office of city councilmember or mayor as well as to a person serving in such position during the term of office.

Sec. 3.03. - Determination of election qualifications and election canvass.

(a) The city secretary shall determine qualifications of candidates for election to the city council.

(b) The council shall be the judge of the election of its members, subject to review by statutorily authorized election contests held in accordance with applicable law. The canvass of the election shall be held in accordance with the provisions of applicable law. Two members of the city council may constitute a quorum for the purpose of canvassing an election.

Sec. 3.04. - Compensation.

The mayor and councilmembers shall not receive a salary but shall be entitled to actual and necessary expenses incurred in the performance of their specific official duties of the office. All expenses shall be subject to prior approval of the city council.

Sec. 3.05. - Vacancies; forfeiture of office; filling of vacancies.

Vacancies. The office of the mayor or a councilmember shall become vacant upon death, written resignation submitted to the city secretary, removal from office in any manner authorized by this Charter, applicable law or forfeiture of office.

Forfeiture of office. The mayor or a councilmember shall forfeit his or her office if he or she (1) lacks at any time during his or her term of office any qualification for the office prescribed by this Charter or by law, (2) willfully violates any express prohibition of this Charter, (3) is convicted of a felony or crime involving moral turpitude, or (4) fails to attend any three consecutive regularly scheduled meetings of the city council without being excused. Failure to attend a meeting under subsection (4) of this paragraph may only be excused for reasons of jury service, personal emergency, incapacitation, or personal vacation away from the City of Watauga with notice. Intent to be absent for reason of personal vacation shall be provided in writing to the city secretary prior to the meeting at which the mayor or councilmember will not be in attendance. Additionally, a total of four absences, excused or unexcused, for reasons other than jury service in any six regularly-scheduled meetings, beginning on the date of the first absence from a regular meeting, shall constitute automatic forfeiture of said office.

Forfeiture proceedings shall be initiated at the next regularly scheduled meeting of the city council following the recall election or the act or omission constituting the basis for forfeiture of office, as applicable. For purposes of this section, determination of what shall constitute a sufficient "personal emergency" shall be in the discretion of the remaining members of the city council by majority vote in open session. If the city council by majority vote in open session finds that the act constituting the basis
Candidate Authorization Form to Release Email Address

Candidate for the May 1, 2021 City of Watauga Special Election

Candidate Name: ________________________________

- The Application for a Place on the City of Watauga Special Election Ballot is a public record and is releasable to the public.
- The application form contains a box to include an email address. Please note that completion of the email box is optional.
- The application is subject to open records under the Public Information Act; however, personal emails are considered confidential.

By signing this acknowledgement form, the candidate is indicating their approval to release their email address should they include it on the application form.

Acknowledged and Approved to Release: ________________________________
Acknowledged and Declined to Release ________________________________

Signature of Candidate ________________________________
Signature of Candidate ________________________________

Date ________________________________
Date ________________________________
ELECTION CODE

TITLE 15. REGULATING POLITICAL FUNDS AND CAMPAIGNS

CHAPTER 258. FAIR CAMPAIGN PRACTICES

Sec. 258.001. SHORT TITLE. This chapter may be cited as the Fair Campaign Practices Act.


Sec. 258.002. PURPOSE. (a) The purpose of this chapter is to encourage every candidate and political committee to subscribe to the Code of Fair Campaign Practices.

(b) It is the intent of the legislature that every candidate and political committee that subscribes to the Code of Fair Campaign Practices will follow the basic principles of decency, honesty, and fair play to encourage healthy competition and open discussion of issues and candidate qualifications and to discourage practices that cloud the issues or unfairly attack opponents.


Sec. 258.003. DELIVERY OF COPY OF CODE. (a) When a candidate or political committee files its campaign treasurer appointment, the authority with whom the appointment is filed shall give the candidate or political committee a blank form of the Code of Fair Campaign Practices and a copy of this chapter.

(b) The authority shall inform each candidate or political committee that the candidate or committee may subscribe to and file the code with the authority and that subscription to the code is voluntary.


Sec. 258.004. TEXT OF CODE. The Code of Fair Campaign Practices reads as follows:

CODE OF FAIR CAMPAIGN PRACTICES

There are basic principles of decency, honesty, and fair play that every candidate and political committee in this state has a moral obligation to observe and uphold, in order that, after vigorously contested
but fairly conducted campaigns, our citizens may exercise their constitutional rights to a free and untrammeled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

(1) I will conduct the campaign openly and publicly and limit attacks on my opponent to legitimate challenges to my opponent's record and stated positions on issues.

(2) I will not use or permit the use of character defamation, whispering campaigns, libel, slander, or scurrilous attacks on any candidate or the candidate's personal or family life.

(3) I will not use or permit any appeal to negative prejudice based on race, sex, religion, or national origin.

(4) I will not use campaign material of any sort that misrepresents, distorts, or otherwise falsifies the facts, nor will I use malicious or unfounded accusations that aim at creating or exploiting doubts, without justification, as to the personal integrity or patriotism of my opponent.

(5) I will not undertake or condone any dishonest or unethical practice that tends to corrupt or undermine our system of free elections or that hampers or prevents the full and free expression of the will of the voters, including any activity aimed at intimidating voters or discouraging them from voting.

(6) I will defend and uphold the right of every qualified voter to full and equal participation in the electoral process, and will not engage in any activity aimed at intimidating voters or discouraging them from voting.

(7) I will immediately and publicly repudiate methods and tactics that may come from others that I have pledged not to use or condone. I shall take firm action against any subordinate who violates any provision of this code or the laws governing elections.

I, the undersigned, candidate for election to public office in the State of Texas or campaign treasurer of a political committee, hereby voluntarily endorse, subscribe to, and solemnly pledge myself to conduct the campaign in accordance with the above principles and practices.

Date _______________ Signature _______________


Sec. 258.005. FORMS. The commission shall print copies of the Code of Fair Campaign Practices and shall supply the forms to the authorities.
with whom copies of the code may be filed in quantities and at times requested by the authorities.


Sec. 258.006. ACCEPTANCE AND PRESERVATION OF COPIES. (a) An authority with whom a campaign treasurer appointment is filed shall accept each completed copy of the code submitted to the authority that is properly subscribed to by a candidate or the campaign treasurer of a political committee.

(b) Each copy of the code accepted under this section shall be preserved by the authority with whom it is filed for the period prescribed for the filer's campaign treasurer appointment.


Sec. 258.007. SUBSCRIPTION TO CODE VOLUNTARY. The subscription to the Code of Fair Campaign Practices by a candidate or a political committee is voluntary.


Sec. 258.008. INDICATION ON POLITICAL ADVERTISING. A candidate or a political committee that has filed a copy of the Code of Fair Campaign Practices may so indicate on political advertising in a form to be determined by the commission.


Sec. 258.009. CIVIL CAUSE OF ACTION. This chapter does not create a civil cause of action for recovery of damages or for enforcement of this chapter.

First Steps for Candidates Running for a City Office

This quick-start guide for candidates seeking a city office is not intended to provide comprehensive information. For more details, including information on political advertising requirements, fundraising rules, and filing schedules, see the Texas Ethics Commission’s (TEC) website at www.ethics.state.tx.us.

1. All candidates must file a Campaign Treasurer Appointment (Form CTA).

All candidates must file Form CTA even if you do not intend to raise or spend any money. Form CTA is required to be filed before you file an application for a place on the ballot, raise or spend any money for your campaign, or announce your candidacy. File Form CTA with the city clerk or city secretary, as applicable.

2. Opposed Candidates: Will you accept or spend more than $900 for the election?

   - **YES:**
     - You do not qualify to file on the modified reporting schedule.
     - You are **required** to file pre-election campaign finance reports using Form C/OH if you have an opponent on the ballot. Find Form C/OH and its instructions on our “Local Filers Non-Judicial Candidate/Officeholder” webpage.
     - Pre-election reports are due 30 days and 8 days prior to each election. To be timely filed, pre-election reports must be **received** by the city clerk or city secretary no later than the due date.

   - **NO:**
     - You can elect to file on the modified reporting schedule by completing the **Modified Reporting Declaration** on page two of Form CTA. File Form CTA with the city clerk or city secretary.
     - If you elect to file on the modified reporting schedule, you do not have to file pre-election campaign finance reports due 30 days and 8 days prior to the election.

   - **Exceed $900:** If you elect to file on the modified reporting schedule but later exceed $900 in either contributions or expenditures, what reports you will be required to file depends upon when you exceed $900.
     - If you exceed $900 **on or before** the 30th day before the election, you are **required** to file pre-election campaign finance reports due 30 days and 8 days prior to an election using Form C/OH. To be timely filed, pre-election reports must be **received** by the city clerk or city secretary no later than the due date. Find Form C/OH and its instructions on our “Local Filers Non-Judicial Candidate/Officeholder” webpage.
     - If you exceed $900 **after** the 30th day before the election, you are **required** to file an Exceeded Modified Reporting Limit report using Form C/OH. To be timely filed, this report must be filed with the city clerk or city secretary within 48 hours of exceeding $900. You must also file the pre-election report due 8 days prior to an election. Find Form C/OH and its instructions on our “Local Filers Non-Judicial Candidate/Officeholder” webpage.
3. **Unopposed Candidates.**

If you do not have an opponent whose name will appear on the ballot in the election, you are an unopposed candidate and are not required to file pre-election campaign finance reports prior to that election.

4. **All candidates must file semiannual campaign finance reports (Form C/OH).**

All candidates are **required** to file semiannual reports using Form C/OH even if you have no campaign activity or were unsuccessful in the election. Semiannual reports are due on January 15th and July 15th and must be filed with the city clerk or city secretary. To end your filing obligations, you must cease campaign activity and file a Final report using Form C/OH and attaching Form C/OH-FR (Designation of Final Report). Form C/OH-FR is found on the last page of Form C/OH. Find Form C/OH and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage. For more information, see "Ending Your Campaign" for local filers.

5. **All candidates can use the TEC's Filing Application to prepare campaign finance reports (Form C/OH).**

You can use the TEC’s Filing Application to prepare a PDF version of your campaign finance report (Form C/OH). Select “Local Authority” and follow the steps to set up an account and login to the application. Once you have completed your report, print out a copy, add your treasurer information, get it notarized, and file it with the city clerk or city secretary by the appropriate deadline.

6. **Need More Information?**

See the Campaign Finance Guide for Candidates and Officeholders Who File With Local Filing Authorities, forms, instructions, examples on how to disclose contributions and expenditures, political advertising and fundraising guides, and other information you may find useful on our website at www.ethics.state.tx.us under the “Resources” and “Forms/Instructions” main menu items.