



# TEXAS ETHICS COMMISSION DETERMINATION APPEAL

Complete this form if you are appealing a determination to a late filing. You must complete either Jurat 1 or Jurat 2 below. See Instructions on back.

OFFICE USE ONLY
Date Received
Date Postmarked
Date Processed
MID #
LOG:

Filer Name	Filer ID #
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I swear, or affirm, under penalty of perjury, that the following statement is in all things true and correct:

This statement is filed for the \_\_\_\_\_ report due on \_\_\_\_\_  
(type of report)  
\_\_\_\_\_. I filed my Statement of Defense on \_\_\_\_\_.  
(report due date) (date)

I received my determination letter on \_\_\_\_\_.  
(date determination letter received)

I understand that the Executive Director may review this appeal and reconsider the determination or set it for a hearing before the commissioners at a future public commission meeting, at which time the commissioners may affirm the determination or make a new determination based on the facts set forth in this appeal. I also understand that I will have an opportunity to address the commissioners at that meeting, although my presence is not required.

- I do not wish to attend the meeting       I wish to attend the meeting in person       I wish to attend the meeting virtually

My reasons for requesting an appeal (be sure to include any additional relevant information not provided in your Statement of Defense) are:

If applicable: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(new address) (new telephone number) (new email address)

(attach additional pages if necessary)

Please complete either option below:

(1) Affidavit

NOTARY STAMP / SEAL

\_\_\_\_\_  
Signature of Filer

Sworn to and subscribed before me by \_\_\_\_\_ this the \_\_\_\_\_ day of \_\_\_\_\_,  
20 \_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
Signature of officer administering oath

\_\_\_\_\_  
Printed name of officer administering oath

\_\_\_\_\_  
Title of officer administering oath

**OR**

(2) Unsworn Declaration

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_.

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(Street) (City) (State) (County) (Zip Code)

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.  
(date) (month) (year)

\_\_\_\_\_  
Signature of Filer (Declarant)

## **INSTRUCTIONS FOR COMPLETING THIS FORM**

You may use this form to request an appeal of a penalty assessed in connection with a late report. You may include any information that you believe is relevant to your appeal, including any additional information not included in your Statement of Defense. Your request might be denied if you do not provide this information.

**IF YOU FILE AN APPEAL, DO NOT ALSO PAY THE FINE. WAIT TO HEAR FROM THE ETHICS COMMISSION ON A REDETERMINATION OR WHEN YOUR APPEAL IS SET TO BE HEARD BY THE COMMISSION.**

Your appeal must include EITHER: 1) a completed Affidavit Jurat, OR 2) a completed Unsworn Declaration Jurat. If you use the Affidavit Jurat, the appeal must be signed and notarized or sworn before an officer administering an oath. If you use the Unsworn Declaration Jurat, the appeal must be signed and must include your name, date of birth, and address, and the county, state, and date of your signature.

Your Determination Appeal may be delivered to the Commission by the following:

- Mail a paper copy of your appeal to:

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

-or-

- Email a PDF copy of your appeal to:

appeals@ethics.state.tx.us  
Include your Filer ID, name, Determination Appeal, and report type in the subject line.  
For example:  
Subject Line: "00012345 Jane Doe, Determination Appeal, July 2024 Semiannual late filing"

-or-

- Hand deliver a paper copy of your appeal to:

Texas Ethics Commission  
201 E. 14th St.  
Sam Houston Building - 10th Floor  
Austin, TX 78701

Additional information regarding the appeal process are included on the Commission's website in the "Administrative Fines" section at <https://www.ethics.state.tx.us/enforcement/>.