



Notice of Candidate Filing Period for November 3, 2020 Election¹

Note: This information does not apply to a college that postponed its May 2 election pursuant to Governor Abbott's [proclamation](#) authorizing political subdivisions to postpone those elections to the November 3, 2020 uniform election date. According to the Texas Secretary of State Elections Division [November 3, 2020 Election Law Calendar](#), postponement does not reopen candidate filings.

The first deadline for the November 3, 2020 election is **Thursday, June 18, 2020**: the deadline to post notice of candidate filing period under Texas Election Code section 141.040.

The Texas Secretary of State Elections Division provides the [Notice of Deadline to File Applications for Place on the Ballot](#) form in English and Spanish on its website.

In its Election Law Calendar, the Elections Division addresses the posting of the Notice:

The authority with whom an application for a place on the ballot is filed must post a Notice of Deadline to File Applications for Place on the Ballot, listing the filing period dates in a building in which the authority maintains an office. The notice must be posted not later than the 30th day **before** the first day to file. (Sec. 141.040). If you order a special election to fill a vacancy, the order must include the filing deadline; we recommend posting the notice of the filing period as soon as practicable after a special election is ordered.

A community college should post the Notice in the location a college regularly uses for posting public notices, including the college's website if it maintains a website.

In completing the *Notice of Deadline to File Applications for Place on the Ballot* for the November 3, 2020 regular trustee election, a college should :

- Include the college name, the election type (i.e., Regular Community College Board of Trustees Election), and the election date of November 3, 2020, in the title of the Notice.
- Insert the *Start Date*, the first day to file for a place on the ballot: **Saturday, July 18, 2020**

¹ An electronic version of this document is available on TASB College eLaw at tasb.org/services/community-college-services/resources/tasb-college-elaw/documents/notice-for-candidate-filing-period.pdf.

- Insert the *End Date*, the last day to file for a place on the ballot: **Monday, August 17, 2020, at 5:00 p.m.**
- Insert in *Office Hours* the dates and times the community college will be open during this period.
- Insert the physical address and mailing address for filing an application.
- *Optional:* An application for a place on the ballot is available at the _____ College offices located at _____ (address).
- *Optional if your college posts the application on its website:* The application and additional election information is also available online at _____.
- Include the printed and signed name of the filing officer and the date posted.

For more information about the November 3, 2020 election, see the Secretary of State Elections Division [Election Law Calendar](#).

For more information, contact the [Secretary of State Elections Division](#) at 800.252.8683 or your local counsel. Community college representatives may contact Community College services at 800.580.1488 or colleges@tasb.org.

For more information on community college law topics,
visit TASB Community College eLaw online at colleges.tasb.org/elaw.

This document is provided for educational purposes only and contains information to facilitate a general understanding of the law. It is neither an exhaustive treatment of the law on this subject nor is it intended to substitute for the advice of an attorney. It is important for the recipient to consult with the college's own attorney in order to apply these legal principles to specific fact situations.