

Dallas County Democratic Party



2025

Candidate Filing Packet

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dallasdemocrats.org
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Who is this Packet For?

This packet is intended for **Democratic candidates running for local and county-level partisan offices in Dallas County** who are required to file with the Dallas County Democratic Party during the primary election cycle.

These offices include:

- **County Commissioner**
- **Justice of the Peace**
- **Constable**
- **County Judge**
- **County Clerk**
- **District Clerk**
- **County Sheriff**
- **County Tax Assessor-Collector**
- **County Treasurer**
- **County Court-at-Law Judges**
- **County Criminal Court Judges**
- **Probate Court Judges**

⚠ *Candidates for federal, statewide, or state legislative offices do **NOT** file with the DCDP. They must file with the Texas Democratic Party or the Secretary of State.*

⚠ *This packet also **DOES NOT** apply to candidates for nonpartisan offices such as City Council, Mayor, or School Board, which file through local municipalities or ISDs.*



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Attached:

Candidate Application Form (3 pages)

- Application
- Official Instructions
- Filing Fees

Form CTA (2 pages)

- Campaign Treasurer Appointment Form
- Modified Reporting Form (*optional*)

Valid Petition Page

(1 is provided, you will need to print more)



How to File for the Democratic Primary in Dallas County

A Step-By-Step Guide for Candidates



Official Guide

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Before you File:



☐ Check Your Eligibility

by visiting www.sos.state.tx.us

☐ Choose Filing Option

Pay the filing fee (visit QR code above for amount)
OR

Submit a valid petition (see step 2)

☐ Appoint a Campaign Treasurer

please refer to page #5 for directions on this process

Important Dates:



- Filing Opens: **Nov 8, 2025**
- Filing Deadline: **Dec 8, 2025**

To contact DCDP with any questions, please email dcdp@dallasdemocrats.org

Collecting Signatures for Valid Petition

check www.sos.state.tx.us for number of signatures required



Signature Requirements:

- ONE signature per voter per office
 - Name is clearly printed alongside signature
 - MUST include **address**: including street (or mail address if no street address), city, Texas, and ZIP (zip omitted doesn't invalidate)
 - Voter must be resident of **Dallas County**
 - MUST include **Date of Birth** OR Voter Registration Number (VUID)
 - MUST include **Date Signed**
- * See page #6 for example

Make Copies of your signatures!



For your records, you will want to scan and/or copy your signatures before giving to the DCDP to file

File in Person with the DCDP



❗ You **must** file your application and fee/petition **IN PERSON** with the DCDP

Bring:

- Completed Application for a Place on the Ballot
- Either filing fee or petition with valid signatures
- Valid form of ID

🕒 Office hours for filing are:
Monday - Friday
10am - 4pm

Filing must be completed by December 8, 2025 at 6pm



How to Appoint a Campaign Treasurer

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A Guide on Form CTA

? What is Form CTA

- Required form to **appoint a campaign treasurer**
 - Must be filed before you raise or spend any campaign funds
 - Filing this form **officially makes you a candidate** under Texas law
- ★ You may appoint yourself as your own treasurer

📅 When to File

- Before paying a **filing fee**
- Before **accepting any campaign contributions**
- Before **making any campaign expenditures**, even from personal funds
- Before **submitting an application for a place on the ballot**

📍 Where to File

- County, precinct, or single-county district office → **Dallas County Elections Department**
- State-level office (e.g., State Rep, Governor) → **Texas Ethics Commission**
- School board or other local subdivision office → **Clerk, secretary, or presiding officer of that entity**

☑ What to include

- Candidate and treasurer's **full name, address, and phone number**
- **Office sought**
- Candidate's **signature acknowledging legal responsibilities**
- (Optional) Checkbox to select Modified Reporting

⌂ Modified Reporting Option

- Allows you to **skip pre-election and runoff reports** if you **raise and spend \$1,110 or less per election**
- Must be selected on the **back of Form CTA** at least **30 days before the election**
- Applies **separately** to each election (primary, runoff, general)
- Not available to state or county party chair candidates
- If you go over the \$1,110 limit:
 - File a report within 48 hours
 - Start filing regular reports for rest of election cycle



Scan for official guide



How to fill out the Petition Form

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✓ What counts - and what doesn't

Examples of a Disqualified Petition Line

Date Signed	Signature	Printed Name	Address	DOB OR VUID
	Jane Doe	Jane Doe	123 Oak Lane Dallas, TX 12345	6/5/2025
6 / 7 / 2025	John Smith	John Smith	3 Bluebonnet Dr. Dallas, TX 12345	112233445
6 / 7 / 2025	Joe Citizen	Joe Citizen	44 Lonestar Dr.	2 / 3 / 1989
6 / 10 / 2025	A.C.	A.C.	987 Cactus Lane Dallas, TX 98765	10 / 31 / 1964

- ✗ Date signed is in the wrong column, no DOB included
- ✗ Printed name is illegible and scribbled through
- ✗ Incomplete Address (without city or state info)
- ✗ No full name is provided, only initials

Examples of Correct Petition Lines

Date Signed	Signature	Printed Name	Address	DOB OR VUID
6/5/2025	Jane Doe	Jane Doe	123 Oak Lane Dallas, TX 12345	7 / 5 / 1975
6 / 7 / 2025	John Smith	John Smith	3 Bluebonnet Dr. Dallas, TX 12345	112233445

- ✓ Date signed, complete address, and DOB/VUID are included
- ✓ Signature and full legible name is provided

* PETITION EXAMPLES ARE NOT TO SCALE. PETITIONS MUST BE PRINTED ON LEGAL PAPER.

If viewing this form online, please go to the link below to access and print the official petition form.

*** *Note that official petition forms must be printed separately on legal paper.***

[click here](#)

or

scan here

