

Name of Form:

Sample Order Creating County Elections Administrator.

Section Reference:

Sec. 31.031, Texas Election Code.

Purpose:

Public Record.

Number of Copies Required:

Eight.

Completed by:

Commissioners Court, County Clerk.

Filing Date:

Not later than 3rd day after date of order.

Filed with:

Secretary of State.

Comptroller of Public Accounts.

Each member of County Elections Commission which consists of:

County Judge.

County Clerk.

County Tax Assessor-Collector.

County Chair of each political party that made nominations by primary elections for the last general election of state and county officers preceding the date of the meeting.

One copy is filed in County Clerk's office as record of order.

Comments:

The effective date of creation of the office may not be later than 12 months after date of order.

Version:

Current form is dated 9/2023*.

**Previous version of the form dated 3/2007 may still be used.*