

REQUEST FOR REVIEW OF A HOME-RULE CITY BALLOT PROPOSITION

This form is used to request a review of a ballot proposition ordered by a home-rule city.

- To initiate a review, you must be either:
 - 1) a registered voter who is eligible to vote in the election of a home-rule city holding the election in which the proposition will be voted on; or
 - 2) an authorized representative of the home-rule city.
- Review is only available for:
 - 1) ballot propositions proposing amendments to home-rule city charters (whether initiated by city government or by petition); or
 - 2) voter-initiated initiatives or referenda initiated by a petition in home-rule cities.
- This form must be received no later than seven (7) days after the election containing the challenged proposition(s) is ordered, or if a proposition has been rewritten pursuant to the Secretary of State's determination that the initial proposition(s) was noncompliant, the date that the rewritten proposition(s) was posted on the city's website. Requestors must also include a link to, or copy of:
 - 1) the document that orders the election;
 - 2) the text of each proposition to be reviewed; and
 - 3) the city charter of the home-rule city at issue.

Means of Submission: The completed form and all supporting materials should be scanned and submitted by email to the Secretary of State at elections@sos.texas.gov with the subject line "Request for Review of Ballot Proposition." These materials may also be submitted by mail or in person at the Secretary of State's office, but given the condensed timeframe of the review-process deadlines, the Secretary of State strongly recommends submission by email.

Step 1: Standing to Request Review: To initiate review, you must be either 1) a registered voter eligible to vote in the election of the home-rule city holding the election in which the proposition will be voted on; or 2) an authorized representative of the home-rule city in which the proposition will be voted on. The list of authorized representatives includes but is not limited to:

- Elected city officials;
- City secretaries;
- City managers;

- City attorneys; and
- Any position designated by city law to be an authorized representative

Indicate your standing to request review by checking the appropriate box below:

Registered voter of the city:

Authorized representative:

If you are an authorized representative, please provide your current title, position, or office below.

Title, position, or office: _____

Step 2: Requestor's Personal Information (Authorized representatives of the reviewed home-rule city need not include residence address and voter unique ID number.)

- Full Name _____
- Residence Address _____
- Mailing Address, if different from residence address _____
- Voter Unique ID Number, if known _____
- Telephone Number _____
- Email Address _____

Step 3: City's Contact Information

Please note that this information is needed to notify the relevant city officials of the Secretary of State's review:

Name and County of Home-Rule City: _____

Name, phone number, and email of the office of the city secretary or equivalent:

Name, phone number, and email of the office of the mayor or other chief officer:

City Mailing Address: _____

Step 4: Proposition(s) to Be Reviewed:

Review is only available for: 1) ballot propositions proposing amendments to home-rule city charters (whether initiated by city government or by petition); and 2) voter-initiated initiatives or referenda initiated by petition in home-rule cities. Indicate which of the two (or both, if applicable) applies by checking the appropriate box below:

Proposition(s) proposing amendment(s) to a city charter:

Voter-initiated initiatives or referenda initiated by petition:

Date proposition was ordered, or if the proposition you are requesting review for has been rewritten once pursuant to the Secretary of State's determination that the initial proposition(s) was noncompliant, the date that the rewritten proposition(s) was posted on the city's website: _____

Copy of, or Link to, Ordering Document: You must provide a copy of, or link to, the order(s) placing the proposition on the ballot.

Please check this box to indicate that you have included a copy, or link to, the ordering document in the accompanying email. The ordering document must indicate when the ballot measure was ordered:

Copy of, or Link to, Text of Proposition: You must provide a copy of, or link to, the text of the proposition to be reviewed. If the text is in the ordering document, then you do not need to copy it again.

Please check this box to indicate that you have included a copy of, or link to, the text of the proposition to be reviewed in the accompanying email:

Copy of, or Link to, City Charter: You must provide a copy of, or a link to, the city charter of the home-rule city that ordered the ballot proposition in the body of the email.

Please check this box to indicate that you have included a copy of, or link to, the city charter of the home-rule city ordering the proposition in the accompanying email:

Copy of, or Link to, Notice of Rewritten Proposition (for propositions that were previously reviewed by the Secretary of State and found to be noncompliant): If the proposition(s) you are requesting review of was previously rewritten by the home-rule city in response to the Secretary of State's determination that the initial proposition(s) was noncompliant, you must include a copy of, or link to, the city's web posting of the notice of the rewritten proposition language.

Please check this box to indicate that you have included a copy of, or link to, the city's web posting of the notice of the rewritten proposition language:

Step 5: Grounds for Seeking Review:

If the submitted proposition(s) is eligible for review, the Secretary of State will assess whether the proposition(s) is “misleading, inaccurate, or prejudicial” as required by Section 273.101(b) of the Texas Election Code and notify city officials of the result. Please explain the grounds for seeking review of the proposition(s) in the box below, including why the submitted proposition(s) is “misleading, inaccurate, or prejudicial.” If you need more space, you may attach a scanned document to your email or include your explanation in the body of your email.

INSTRUCTIONS

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