

2023 OATH & BOND REQUIREMENTS FOR COUNTY OFFICIALS

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OATH & BOND REQUIREMENTS FOR COUNTY OFFICIALS

INTRODUCTION

This publication sets forth the oath and bond requirements for the majority of county and precinct officers and officials. Each reference contains the constitutional and statutory requirements that relate to the various offices. This outline is not intended as a comprehensive listing of all officers or their qualifications for office. The exclusion of requirements for a particular officer, therefore, does not mean that requirements do not exist. Any questions regarding the requirements for a particular officer should be addressed to your local county clerk, county or district attorney, the secretary of state, or the attorney general.

Also included are the requirements for some county boards and agencies as well as some local and regional political subdivisions. Once again, the outline is not intended to be comprehensive. There may be other boards, agencies and political subdivisions which have not been included.

If you detect errors or think that the information stated in this publication is incorrect, please contact the legal department of the Texas Association of Counties.

FREQUENTLY ASKED QUESTIONS

Our office has received questions over the years concerning the oath and bond process. Some of these questions have definitive answers while others trigger broader discussion.

1. Where should the oaths and bonds be housed at the county?

Under Section 88.001 of the Local Government Code, the bond of a county officer whose bonds are required to be approved by the commissioners court must, except as required by other law, be recorded by the county clerk. Counties differ on where the oaths are filed. Anecdotally, rather than have each individual officer retain his or her oath, many counties file these documents with the county clerk. One benefit of doing so is all the documents are in a single location where they can be organized and accessed for current and past officers.

2. Is a blanket bond sufficient to cover deputies required to be bonded?

For our purposes, a blanket bond is a bond designed to cover misconduct by a group of employees. The benefit of such a bond is the lower expense and that the bond is not tied to particular employees, which can ease the ability to secure a bond for individuals who may for some reason or another be ineligible to be bonded.

Most statutes addressing the bonding of deputies or employees for whom a bond is required are silent as to whether a blanket bond is permissible. In contrast, for county treasurer, Section 83.008(a) of the Local Government Code authorizes a blanket surety bond to cover the deputies and all other employees of the office when a treasurer employs more than one assistant or deputy. Similarly, a sheriff may issue a blanket surety bond to cover the reserve deputy sheriffs per Section 85.004(c-1) of the Local Government Code, while a constable may execute a blanket surety bond to cover the reserve deputy constables under Section 86.012(c-1) of the Local Government Code.

Beyond this express authority, the question of whether a blanket bond suffices is an open one. We are aware of counties that have utilized blanket bonds to bond deputies or employees in an office in which bonding is required; we are unaware of any successful challenges to the blanket bonds. We would suggest that a county consult the county attorney or other legal counsel before utilizing blanket bonds for deputies or employees.

3. What can be done if you cannot secure a bond for the officer or a deputy or employee who is required to be bonded?

As noted above, this is the situation in which some officers have attempted to secure a blanket bond for their deputies or employees as a group. Additionally, the commissioners court may be willing to self-insure the officer or the deputies rather than require the bond. This will depend on the particular office and whether self-insurance is allowed.

4. If an appointed officer was bonded upon appointment, should that officer renew his or her bonds with the other elected officials to be up on the regular schedule?

There is no requirement under state law to do this. The text of the bond generally covers the applicable term, which in the case of an appointed officer would, depending on when he or she took office, cover a full unexpired term or through the date a person elected to fill the unexpired term took office after the election or

appointment to fill the vacancy. If the bonds are filed with the county clerk as required, the differing dates should not be a problem.

5. Who is responsible for ensuring newly elected officials complete their oaths and bonds in a timely manner?

Ultimately, the official is responsible for completing the required documents, with the caveat that the commissioners court is responsible for accepting the bond in a timely manner. In some counties, an official such as the county clerk takes the lead in organizing the completion of this process so the newly elected officers can begin their duties as soon as possible after the beginning of their terms. This is not a required duty of the county clerk.

6. Are deputies required to take a new oath if the office is held by the same individual as a new term begins?

The Local Government Code was recently amended to address this question for deputy sheriffs, reserve deputy sheriffs, deputy constables, and reserve deputy constables.¹ These positions are expressly required to take a new oath as soon as possible after the beginning of the new term for the officials who appointed them as deputies. They are authorized to continue in their positions until they can take the new oath of office.

7. My bond has an oath of office. Am I required to complete the oath on the document?

No. Although it may be useful to complete the oath of office with the bond document so both required items are in one place, we note that while a required bond may be completed prior to the beginning of a term, the oath should be taken as soon as possible after the term has begun. Completing the oath of office on the bond document with a date prior to the beginning of the term may cause later confusion. It is probably better to take the oath on a separate form. We also note that some bond documents have edited together the oath of office and the statement of elected/appointed officer. While we cannot say this will cause any problem for the official, it may still be the better course of action to take the two separately—the statement prior to the beginning of the term and the oath of office after the term has begun.

¹ See “Oath & Bond Requirements for Specific County Officers” section below.

OFFICIAL OATH AND STATEMENT OF OFFICER

Historical Background

The oath of office first appeared in the Constitution of 1845². The clause requiring a denial of bribery first appeared in the present constitution³ and was the direct outcome of the official corruption which had reached alarming proportions during the reconstruction period.⁴ In 1956, Article XVI, §1 was amended to add an oath to be taken by the Secretary of State and all other appointive officers of the State.

The 1989 amendment to Article XVI, §1, separated the oath into an oath and a Statement of Officer, also known as the “bribery statement”. Although characterized in the Constitution as a “statement”, it is likewise an oath in the sense that it is sworn. The prior oath had contained the bribery statement within the oath itself. The present language of both the oath and the bribery statement are virtually identical to the language of the previous oath. The 1989 amendment also required that the bribery statement be filed with the Secretary of State prior to the taking of the official oath.

The Constitution was amended in 2001 to require only members of the Legislature, the Secretary of State, and all other elected and appointed state officers to file the statement with the Secretary of State. All other local officers are required to retain the signed statement with the official records of the office. The term “state officer” as used in Article XVI, §1(c) does not include local officers.⁵

Official Oath and Statement Required

Before taking the oath of office, all elected and appointed state officials are required to sign the statement of officer (anti-bribery statement). The statement and the oath are available on the Texas Secretary of State’s website.⁶

Before entering upon the duties of office, all elected and appointed officials are required to take the official oath.⁷ The oath requirement is repeated in many of the statutes relating to various officers. Some officers are required to take additional oaths related to their particular offices. These statutory oaths are often construed as required oaths in addition to the official oath.

² Tex. Constitution of 1845, Art. VII, §1

³ Tex. Constitution, Art. XVI, §1

⁴ Tex. Constitution, Art. XVI, §1, *Interpretive Commentary*

⁵ Tex. Constitution, Art. XVI, §1(c). Tex. Att’y Gen. Op. No. JC-0575 (2002)

⁶ <https://www.sos.state.tx.us/forms.shtml>; Forms 2201 and 2204

⁷ Tex. Constitution, Art. XVI, §1(a). *See generally*, 60 Tex. Jur. 3d, *Public Officers and Employees*, §§44, 46 (1988)

Section 601.008(c), Government Code provides that the official acts of a person who fails to qualify as an officer are void.⁸ Additionally, a person who has not qualified for office is not entitled to receive payment as the officer or exercise the powers or jurisdiction of the office.⁹ Without having qualified for office, a person has no right to the position.¹⁰ However, where an officer has taken the oath and given a bond, which has been accepted without objection and not questioned at any time during the term, the officer may nonetheless be held to be a *de jure*¹¹ officer even if the qualification was not in strict compliance with the law.¹²

There are relatively few court cases regarding the failure to take an official oath. Several criminal cases hold that the failure of a judicial officer to take the oath renders his acts null and void. In other cases, however, courts have held that the failure of an official to subscribe to the oath will simply render him a *de facto* officer and not invalidate his acts.¹³ It should be noted that §601.008 of the Government Code is broad and appears to be applicable to all officers.

Persons Who May Administer Oaths

Chapter 602 of the Government Code governs who may administer oaths.¹⁴ An oath in this state may be administered and a certificate of the fact given by: 1) a judge or clerk of a municipal court; 2) a judge, retired judge, senior judge, clerk, or commissioner of a court of record¹⁵; 3) a justice of the peace, a retired justice of the peace, or a clerk of a justice court; 4) an associate judge, magistrate, master, referee, or criminal law hearing officer; 5) a notary public; 6) a member of a board or commission created by a law of this state, in a matter pertaining to a duty of the board or commission; 7) a person employed by the Texas Ethics Commission who has a duty related to a report required by Title 15, Election Code, in a matter pertaining to that duty; 8) a county tax assessor-collector or an employee of the county tax assessor-collector if the oath relates to a document that is required or authorized to be filed in the office of the county tax assessor-collector; 9) the Secretary of State (or a former Secretary of State); 10) an employee of a personal bond office if the oath is required or authorized by Article 17.04 or by Article 26.04(n) or (o),

⁸ Tex. Gov't Code, §601.008(b) and (c) (official acts void)

⁹ Tex. Gov't Code, §601.008(b)

¹⁰ *Flatan v. State*, 56 Tex. 93 (1882)

¹¹ Descriptive of a condition in which there has been total compliance with all requirements of law.

¹² *See generally*, 60 Tex. Jur. 3d, *Public Officers and Employees*, §§44, 46 (1988).

¹³ *See, Tex. Practice, County & Special District Law*, §7.4

¹⁴ Tex. Gov't Code, §602.002 (persons who may administer oaths)

¹⁵ Commissioner of a "court of record" does not include county commissioners for purposes of this section. Tex. Att'y Gen. Op. No. JM-0764 (1987). In contrast, a commissioner appointed by the court of criminal appeals under Tex. Gov't Code §22.106 would have authority to administer an oath.



Code of Criminal Procedure; 11) the lieutenant governor (or a former lieutenant governor); 12) the speaker of the house of representatives (or a former speaker); 13) the governor (or a former governor); 14) a legislator (or retired legislator); 14-a) the secretary of the senate or the chief clerk of the house of representatives; 15) the Attorney General; 16) the comptroller of public accounts or a former comptroller of public accounts; 17) the secretary or clerk of a municipality in a matter pertaining to the official business of the municipality; 18) a peace officer described by Art. 2.12, Code of Criminal Procedure, if: (A) the oath is administered when the officer is engaged in the performance of the officer's duties; and (B) the administration of the oath relates to the officer's duties; and 19) a county treasurer.¹⁶

Who Must Take the Oath and Statement?

Generally

The major question that has arisen under Article XVI, §1, is which officers are required to take the constitutional oath.¹⁷ Simply put, the oath is required of everyone who takes office under the authority of the state or its subdivisions.¹⁸ The lack of a requirement for the official oath in the law creating the office is not a factor.¹⁹ That is because Article XVI, §1 would be meaningless if the prescribing of an oath were indispensable to the creation of an office, for by merely failing to prescribe that an oath should be taken, the legislature would be able to defeat the constitutional requirement.²⁰

Elected Officers

Voter Registration Required

A person may not qualify for a public elective office unless the person is a registered voter of the territory from which the office is elected.²¹

With regard to elected officers, the provision is clear – if elected, the oath and statement are required. Therefore, the applicability of Article XVI, §1 to elected officers should rarely be a question.

¹⁶ Tex. Gov't Code, §602.002, amended by HB 2559 and HB 3474, 88th (R) Leg., Effective September 1, 2023

¹⁷ 2 Braden, *The Constitution of the State of Texas: An Annotated and Comparative Analysis* (1977)

¹⁸ *Id.* See also, Tex. Att'y Gen. Op. No. GM-0322 (1939).

¹⁹ Tex. Att'y Gen. Op. No. GM-5085 (1943) (Official oath required of the Executive Director of Department of Public Welfare)

²⁰ Tex. Att'y Gen. Op. No. GM-5085 (1943)

²¹ Tex. Gov't Code, §601.009

When an Elected Officer May Take the Oath

Section 601.003(b), Government Code, states: “A person elected to a regular term of office shall qualify and assume the duties of the office on, or as soon as possible, after January 1 of the year following the person’s election.”²²

A person elected to an unexpired term takes the oath as soon as possible after election to the unexpired term.

A person appointed to fill a vacancy in an office may take the oath and take other actions as necessary to qualify for the office as soon as possible after the appointment.

Appointed Officers

Article XVI, §1 (a) and (b) also require that all *appointed* officers take the oath and statement.²³ While these requirements appear simple, the question of who is an “appointed officer” for purposes of the oath and statement is often difficult to determine. In making this determination, the first question that must be asked is whether the person holding a particular appointed position is a public “officer” or simply an employee. If an “officer”, then compliance with Article XVI, §1 is required.

The determining factor which distinguishes a public officer from an employee is whether any sovereign function of the government is conferred upon the individual to be exercised by him or her for the benefit of the public largely independent of others’ control.²⁴

Elements which distinguish a public office from mere public employment are:

- a. The office is created by the Constitution or by the Legislature or created by a municipality or other body through authority conferred by the Legislature. Offices are created by law, express or implied, and none can exist except by its

²² Tex. Gov’t Code, §601.003(b)

²³ Tex. Constitution, Art. XVI, §1 (a) and (b). Tex. Att’y Gen Op. No. GM-0322 (1939) (emphasis ours). Tex. Att’y Gen. Op. No. JH-1027 (1977).

²⁴ *Aldine Independent School Dist. v. Standley*, 280 S.W. 2d 578, 583 (Tex. 1955). Tex. Att’y Gen. Op. No. MW-0177 (1980) (Oath required of Directors of a Higher Education Authority because directors exercise governmental function in authorizing the issuance of revenue bonds). 60 Tex. Jur. 3d, *Public Officers and Employees*, §3 (1988); 2 Braden, *The Constitution of the State of Texas: An Annotated and Comparative Analysis* (1977) (Oath required of everyone who takes office under the authority of the state or its political subdivisions).

sanction.²⁵ By contrast, an employment may be and frequently is, created by contract.²⁶

- b. The office must possess a delegation of a portion of the sovereign power of government, to be exercised for the benefit of the public.²⁷
- c. The powers conferred and the duties to be discharged must be defined, directly or impliedly, by the Legislature or through Legislative authority.²⁸
- d. The duties must be performed independently and without control of a superior power, other than the law, unless they be those of an inferior or subordinate office, created or authorized by the legislature, and by it placed under the general control of a superior officer or body.²⁹
- e. The office must have some permanency and continuity, and not be only temporary or occasional.³⁰

Additional evidence of the existence of an office, rather than of mere employment:

- a. The creating law refers to the position as an officer.³¹
- b. The creating law requires the person to be appointed with the advice and consent of the Senate.³²
- c. The creating law prescribes the qualifications for holding the position.³³
- d. Service for a definite term.³⁴

²⁵ *Aldine Independent School Dist. v. Standley*, 280 S.W. 2d 578, 583 (Tex. 1955) (Oath not required of tax assessor-collector of school board in part because applicable statute authorized, but did not require, the school board to appoint its own tax assessor-collector). Tex. Att’y Gen. Op. No. GM-5085 (1943). *See also*, Tex. Att’y Gen. Op. No. MW-0039 (1979). 60 Tex. Jur. 3d, *Public Officers and Employees*, §20 (1988) (office cannot exist without authority of law).

²⁶ 60 Tex. Jur. 3d, *Public Officers and Employees*, §1 (1988)

²⁷ Tex. Att’y Gen. Op. No. GM-5085 (1943). *Aldine Independent School Dist. v. Standley*, 280 S.W. 2d 578, 583 (Tex. 1955).

²⁸ Tex. Att’y Gen. Op. No. GM-5085 (1943)

²⁹ Tex. Att’y Gen. Op. No. GM-5085 (1943). *Aldine Independent School Dist. v. Standley*, 280 S.W. 2d 578, 583 (Tex. 1955).

³⁰ Tex. Att’y Gen. Op. No. GM-5085 (1943). Tex. Att’y Gen. Op. No. GM-0731 (1931) (Oath not required for County Attorney Pro Tem).

³¹ Tex. Gov’t Code, §651.001 (In any state statute, “officer” means an officer of this state unless otherwise expressly provided). Tex. Att’y Gen. Op. No. GM-5085 (1943).

³² Tex. Att’y Gen. Op. No. GM-5085 (1943)

³³ Tex. Att’y Gen. Op. No. GM-5085 (1943). *See also*, Tex. Att’y Gen. Op. No. MW-0039 (1979).

³⁴ 60 Tex. Jur. 3d, *Public Officers and Employees*, §1 (1988). *See generally*, Tex. Att’y Gen. Op. No. MW-0039 (1979). Tex. Att’y Gen. Op. No. GM-5058 (1943) (it is not necessary to the existence of an office that there be a fixed and definite term; an office may exist, though the person holding the office holds only at the pleasure of the appointing power). *Compare* Tex. Constitution, Art. XVI, §17 (Each officer, whether elected or appointed under the laws of this State, and the term provided by law and until his successor is elected or appointed and qualifies. This provision, however, is not applicable unless the individual is an “officer”).

- e. The requirement of a bond.³⁵

Assistants and Deputies

The question of the applicability of Article XVI, §1 becomes even more difficult when attempting to determine whether a particular assistant or deputy of an official is required to take the oath and statement. It is important to recognize that “assistant” includes those who aid, whether sworn or not sworn, whereas a “deputy” implies only the sworn class.³⁶

Ordinarily, the appointment of a deputy is required to be in writing and he or she is required to take the oath.³⁷ As a rule, a deputy may do anything that can be done by his or her principal, whereas an assistant’s duties are ordinarily to be performed in conjunction with and under the direction of the principal. If the principal is denominated an officer, the deputy is also an officer.³⁸ Deputy sheriffs, deputy constables, deputy county clerks, and departmental chief clerks have all been held to be “officers”.³⁹ Therefore, although the term “assistant” would include deputies, only those “assistants” that can be classified as “deputies” are required to be sworn.

Conclusion

Where there is doubt about the applicability of Article XVI, §1 to a particular appointed position, compliance should be considered. There is no harm in complying with Article XVI, §1, but there might be adverse consequences if there is no compliance and the Attorney General or a court later determines that Article XVI, §1 applies to the position. If an officer is one who is required to take the oath, his official actions may be void if he fails to do so. Based on the current case law, the failure of a judge in a criminal prosecution to subscribe to the oath will render all subsequent acts void. However, the failure of other officials to subscribe to the official oath may not invalidate their acts. It is important to note that §601.008(c) of the Government Code, which states the official acts of a person who claims a right to exercise the power or jurisdiction of an office without being qualified are void, may be broadly construed by a court to apply to all officers.

³⁵ See generally, Tex. Att’y Gen. Op. No. MW-0039 (1979). Tex. Att’y Gen. Op. No. GM-5085 (1943) (The requirement of a bond is not determinative. Many officers of this state are not required to give bond).

³⁶ 60 Tex. Jur. 3d, *Public Officers and Employees*, §258 (1988)

³⁷ 60 Tex. Jur. 3d, *Public Officers and Employees*, §259 (1988)

³⁸ 60 Tex. Jur. 3d, *Public Officers and Employees*, §262 (1988)

³⁹ *Id.* Compare Tex. Gov’t Code, §601.002 (first assistant or chief deputy of a public office in which a physical vacancy occurs shall conduct the affairs of the office until a successor qualifies for the office, unless the vacancy is on a board or commission).

EACH PERSON HOLDING AN “ELECTED OFFICE” SHOULD ALWAYS CONSULT WITH THE LOCAL COUNTY OR DISTRICT ATTORNEY AND THE SECRETARY OF STATE REGARDING CONSTITUTIONAL OATH REQUIREMENTS.

OFFICIAL BONDS

Officers required by law to give an official bond shall file the bond with the officer’s oath of office.⁴⁰ Generally, the required bonds must be given before an officer begins performance of any duties of office. An officer who is required by law to give an official bond and who fails to execute the bond within the time prescribed by law may be removed from office.⁴¹

General Requirements for County Officers

January 1 is the beginning of the regular term for county and precinct officers elected in the previous general election in November.⁴² Those elected officers are to qualify and assume the duties of the office on, or as soon as possible after, January 1.⁴³ In order to qualify for office, each elected and appointed officer must:

1. Prior to taking the official oath, each officer must sign and file, in the official records of the office, the Statement of Officer, also known as the “anti-bribery statement”.⁴⁴
2. Take the official oath of office.⁴⁵
3. If required, make and file a bond.⁴⁶
4. Perform such other prerequisites as are required for the particular office.

General Bond Filing Requirements for County Officers

If the official bond of a county officer is required by law to be approved by the commissioners court, then the bond, except as required by other law, must be made payable to the county judge and kept and recorded by the county clerk.⁴⁷ Except as provided by other law, the officer approving the bond of an officer required to give an official bond payable to the Governor or the State, shall deposit the bond with the Comptroller.⁴⁸ An officer required by law to give an official bond shall file the bond with the officer’s oath of office.⁴⁹

⁴⁰ Tex. Gov’t Code, §604.001

⁴¹ Tex. Local Gov’t Code, §87.014

⁴² Tex. Gov’t Code, §601.003(a)

⁴³ Tex. Gov’t Code, §601.003(b)

⁴⁴ Tex. Constitution, Art. XVI, §1(b)

⁴⁵ Tex. Constitution, Art. XVI, §1

⁴⁶ Tex. Gov’t Code, §604.001

⁴⁷ Tex. Local Gov’t Code, §88.001

⁴⁸ Tex. Gov’t Code, §604.003

⁴⁹ Tex. Gov’t Code, §604.001

Self-Insurance Instead of Bond

Notwithstanding any other law requiring a county officer or employee to execute a bond as a condition of office or employment, a county officer or employee is not required to execute the bond and may perform the duties of office or employment if: (1) the commissioners court by order authorizes the county to self-insure against losses that would have been covered by the bond; and (2) the county judge approves the order under subdivision (1), if the county judge was required to approve the bond under other law. An order adopted by the commissioners court under this provision shall be kept and recorded by the county clerk.⁵⁰

OATH & BOND REQUIREMENTS FOR SPECIFIC COUNTY OFFICERS

County Judge

Oath Requirement: Before undertaking the duties of County Judge, a person must take the official oath.⁵¹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.⁵²

Additional Oath: County Judge and Commissioners must swear in writing that they will not be interested, directly or indirectly, in a contract with or claim against the county (with certain exceptions).⁵³

Bond Requirements: Before undertaking the duties of the county judge, a person must execute a bond payable to the treasurer of the county in an amount set by the commissioners court of not less than \$1,000 nor more than \$10,000. The bond must be conditioned that the judge will faithfully perform all duties of office.⁵⁴ The bond is to be approved by the Commissioners Court.⁵⁵ The bond shall be kept and recorded by the county clerk.⁵⁶

Additional Requirements for Probate Jurisdiction: A county judge who presides over guardianship proceedings as defined by Section 1002.015, Estates Code or over probate

⁵⁰ Tex. Local Gov't Code, §88.008

⁵¹ Tex. Constitution, Art. XVI, §1; Tex. Local Gov't Code, §81.002

⁵² Tex. Constitution, Art. XVI, §1(c)

⁵³ Tex. Local Gov't Code, §81.002(a)

⁵⁴ Tex. Gov't Code, §26.001(a)(2)(A) and (3)(A)

⁵⁵ Tex. Gov't Code, §26.001(b)

⁵⁶ Tex. Local Gov't Code, §88.001



proceedings, as defined by Section 22.029, Estates Code, must instead execute a bond of not less than \$500,000 , conditioned on the faithful performance of all duties of office and as required by the Estates Code.⁵⁷

In lieu of this bond, the county may elect to obtain insurance against losses caused by the gross negligence of a county judge in performing the duties of office. The bond is to be approved by the Commissioners Court.⁵⁸ The commissioners court shall pay the premium for the insurance out of the general funds of the county.⁵⁹

County Court at Law Judge

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore, before undertaking the duties of County Court at Law Judge, a person must take the official oath.⁶⁰

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.⁶¹

Bond Requirements: The judge of a statutory county court must execute a bond as prescribed by law for county judges.⁶² The bond must be payable to the treasurer of the county in an amount set by the commissioners court of not less than \$1,000 nor more than \$10,000 conditioned on the faithful performance of all duties of office.

Additional Requirements for Probate Jurisdiction: A judge in a statutory county court that presides over guardianship proceedings as defined by Section 1002.015, Estates Code, or probate proceedings as defined by Section 22.029, Estates Code, must instead execute a bond of not less than \$500,000.⁶³ The bond must be conditioned that the judge will perform the duties of office and the duties required by the Estates Code.⁶⁴



In lieu of this bond, the county may elect to obtain insurance against losses caused by the gross negligence of a county judge in performing the duties of office. The bond is to be

⁵⁷ Tex. Gov't Code, §26.001(a)(2)(B) and (a)(3), amended by SB 2292, 88th (R) Leg., Effective September 1, 2023

⁵⁸ Tex. Gov't Code, §26.001(c)

⁵⁹ Tex. Gov't Code, §26.001(c)

⁶⁰ Tex. Constitution, Art. XVI, §1; Tex. Local Gov't Code, §81.002

⁶¹ Tex. Constitution, Art. XVI, §1(c)

⁶² Tex. Gov't Code, §25.0006(a)

⁶³ Tex. Gov't Code, §25.0006(a-1)(B), amended by SB 2292, 88th (R) Leg., Effective September 1, 2023

⁶⁴ Tex. Gov't Code, §25.0006(a-1)(3)

approved by the Commissioners Court.⁶⁵ The commissioners court shall pay the premium for the insurance out of the general funds of the county.⁶⁶

Exceptions to Probate Bond: The increased probate bond does not apply to a judge in a statutory county court who: does not preside over guardianship proceedings; executes a bond, obtains insurance, or self-insures pursuant to Government Code §25.00231; or presides over a county criminal court.⁶⁷

Coverage for Visiting and Associate Judges: The bond or insurance shall provide the same coverage to a visiting judge assigned to the court or associate judge appointed to serve the court as the bond or insurance policy provides to the judge elected or appointed to the court.⁶⁸

Statutory County Probate Judge

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore, before entering upon the duties of office, a statutory county probate judge is required to take the official oath.⁶⁹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.⁷⁰

*Bond Requirement:*⁷¹ Before beginning the duties of office, a judge of a statutory probate court must execute a bond that is: (1) payable to the county treasurer or other person performing the duties of county treasurer; (2) in the amount of \$500,000; (3) conditioned on the faithful performance of the duties of the office; and (4) approved by the commissioners court.⁷² In lieu of the bond required by subsection (b), a county may elect to obtain insurance or self-insure in the amount required by subsection (b) against losses caused by the statutory probate court judge's gross negligence in performing the duties of office.⁷³ The commissioners court of a county shall pay the premium for the bond or the insurance required by this section out of the general fund of the county.⁷⁴

⁶⁵ Tex. Gov't Code, §26.0006(a-3)

⁶⁶ Tex. Gov't Code, §25.0006(a-3)

⁶⁷ Tex. Gov't Code, §25.0006(a-4)

⁶⁸ Tex. Gov't Code, §25.0006(a-5)

⁶⁹ Tex. Constitution, Art. XVI, §1(a)

⁷⁰ Tex. Constitution, Art. XVI, §1(c)

⁷¹ Tex. Gov't Code, §25.00231

⁷² Tex. Gov't Code, §25.00231(b)

⁷³ Tex. Gov't Code, §25.00231(c)

⁷⁴ Tex. Gov't Code, §25.00231(d)



Additional Requirements for Probate Jurisdiction: A judge in a statutory county court that presides over guardianship proceedings as defined by Section 1002.015, Estates Code, or probate proceedings as defined by Section 22.029, Estates Code, must instead execute a bond of not less than \$500,000.⁷⁵ The bond must be conditioned that the judge will perform the duties of office and the duties required by the Estates Code.⁷⁶

In lieu of this bond, the county may elect to obtain insurance against losses caused by the gross negligence of a county judge in performing the duties of office. The bond is to be approved by the Commissioners Court.⁷⁷ The commissioners court shall pay the premium for the insurance out of the general funds of the county.⁷⁸

Exceptions to Probate Bond: The increased probate bond does not apply to a judge in a statutory county court who: does not preside over guardianship proceedings; executes a bond, obtains insurance, or self-insures pursuant to Government Code §25.00231; or presides over a county criminal court.⁷⁹

Coverage for Visiting and Associate Judges: The bond or insurance shall provide the same coverage to a visiting judge assigned to the court or associate judge appointed to serve the court as the bond or insurance policy provides to the judge elected or appointed to the court.⁸⁰

Public Probate Administrator

Oath Requirement: There is no statutory oath requirement. Since the position appears to exercise some discretionary governmental functions, the oath may be required.⁸¹

Statement of Officer: If the oath is required, the statement of officer is also required and must be filed in the official records of the office before the oath can be taken.⁸²

Bond Requirement: The public probate administrator must execute an official bond of at least \$100,000 conditioned as required by law and payable to the statutory probate court

⁷⁵ Tex. Gov't Code, §25.0006(a-1)(B), amended by SB 2292, 88th (R) Leg., Effective September 1, 2023

⁷⁶ Tex. Gov't Code, §25.0006(a-1)(3)

⁷⁷ Tex. Gov't Code, §25.0006(a-3)

⁷⁸ Tex. Gov't Code, §25.0006(a-3)

⁷⁹ Tex. Gov't Code, §25.0006(a-4)

⁸⁰ Tex. Gov't Code, §25.00231(f)

⁸¹ Tex. Constitution, Art. XVI, §1(a); Tex. Gov't Code, §25.00251

⁸² Tex. Constitution, Art. XVI, §1(c)

judge who appointed the public probate administrator.⁸³ In addition to the official bond of office, the statutory probate judge who appointed the public probate administrator may require the administrator to post an additional surety bond for individual estates.⁸⁴ The additional bond shall bear the written approval of the judge requesting the additional bond.⁸⁵ The county may choose to self-insure the public probate administrator for the minimum required bond amount.⁸⁶

County Commissioner

Oath Requirement: Before undertaking the duties of a county commissioner, a person must take the official oath.⁸⁷

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.⁸⁸

Additional Oath: County judges and commissioners must swear in writing that they will not be interested, directly or indirectly, in a contract with or claim against the county (with certain exceptions).⁸⁹

Note: Chapter 171 of the Local Government Code authorizes a county to enter into contracts or take actions in which a member of the commissioners court has a pecuniary interest. Chapter 171 creates an exception in the oath required by Section 81.002 to the extent that it permits a county judge or commissioner to have a direct or indirect interest in a contract with or claim against the county.⁹⁰

Bond Requirements: Before undertaking the duties of a county commissioner, a person must execute a bond, payable to the county treasurer in the amount of \$3,000. The bond must be approved by the county judge and must be conditioned on the faithful performance of the commissioner's official duties and that the commissioner will reimburse the county for all county funds illegally paid to the commissioner and will not

⁸³ Tex. Estates Code, §455.002(a)

⁸⁴ Tex. Estates Code, §455.002(b)

⁸⁵ Tex. Estates Code, §455.002(b)

⁸⁶ Tex. Estates Code, §455.002(c)

⁸⁷ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §81.002(b)

⁸⁸ Tex. Constitution, Art. XVI, §1(c)

⁸⁹ Tex. Local Gov't Code, §81.002(b)

⁹⁰ Tex. Att'y Gen. Op. No. DM-0279 (1993)

vote or consent to make a payment out of county funds except for a lawful purpose.⁹¹ The bond shall be kept and recorded by the county clerk.⁹²

Ex Officio Road Commissioner

Oath Requirement: In counties where the commissioners court has adopted the Ex Officio Road Commissioner System, no additional oath should be required of the county commissioners serving as Ex Officio Road Commissioners.⁹³ A county commissioner is the ex officio road commissioner of the county commissioner's precinct.

Statement of Officer: No additional statement required. Statement of office of county commissioner should be sufficient.

Bond Requirements: In all counties where the commissioners court has adopted the Ex Officio Road Commissioner System, each commissioner shall first execute a bond of \$3,000 payable to and approved by the county judge for the use and benefit of the road and bridge fund, conditioned that he will perform the duties required of him by law or by the commissioners court and that he will account for all money or other property belonging to the county that comes into his possession.⁹⁴ The bond shall be kept and recorded by the county clerk.⁹⁵

County Road Commissioner (Road Commissioner System)

Oath Requirement: There is no statutory oath requirement. Since the position appears to exercise some discretionary governmental functions, the oath may be required.⁹⁶

Statement of Officer: If the oath is required, the statement of officer is also required and must be filed in the official records of the office before the oath can be taken.⁹⁷

Bond Requirements: In counties where the commissioners court has adopted the Road Commissioner System, each road commissioner appointed by the court must execute a bond, payable to the county judge and his successors in office, the sum of \$1000, with one or more good and sufficient sureties, to be approved by the county judge and conditioned on the faithful performance of his duties.⁹⁸

⁹¹ Tex. Local Gov't Code, §81.002

⁹² Tex. Local Gov't Code, §88.001

⁹³ Tex. Transportation Code, §252.004, Subchapter A

⁹⁴ Tex. Transportation Code, §252.004, Subchapter A

⁹⁵ Tex. Local Gov't Code, §88.001

⁹⁶ Tex. Constitution, Art. XVI, §1(a); Tex. Transportation Code, §§252.105, 252.106

⁹⁷ Tex. Constitution, Art. XVI, §1(c)

⁹⁸ Tex. Transportation Code, §252.104

Note: This system is not authorized for Angelina, Aransas, Blanco, Bowie, Calhoun, Camp, Cass, Cherokee, Comal, Delta, DeWitt, Fayette, Franklin, Galveston, Gillespie, Grayson, Gregg, Harris, Harrison, Henderson, Hill, Hopkins, Houston, Jack, Jackson, Jasper, Lamar, Lavaca, Limestone, McLennan, Milam, Montgomery, Morris, Nacogdoches, Newton, Parker, Rains, Red River, Refugio, Sabine, San Augustine, Shelby, Smith, Tarrant, Titus, Travis, Trinity, Tyler, Upshur, Van Zandt, Victoria, Washington, or Wood Counties.⁹⁹ Collin County and Dallas County and Van Zandt County may adopt this system instead of the special law for that county.¹⁰⁰

County Road Superintendent (Road Superintendent System)

Oath Requirement: In counties where the commissioners court has adopted the Road Superintendent System, each road superintendent appointed by the court is required to take the official oath before entering upon the duties of office.¹⁰¹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁰²

Bond Requirements: In counties where the commissioners court has adopted the Road Superintendent System, each road superintendent appointed by the court shall, not later than the 20th day after the day of his appointment, give bond payable to and approved by the county judge in an amount fixed by the commissioners court and must be conditioned that the road superintendent will faithfully perform the duties required of him by law or the commissioners court and disburse money under his control as the law provides or the commissioners court directs.¹⁰³ The bond must be made payable to the county judge and kept and recorded by the county clerk.¹⁰⁴

Note: This system is not authorized for Angelina, Aransas, Blanco, Bowie, Calhoun, Camp, Cass, Cherokee, Comal, Delta, DeWitt, Fayette, Franklin, Galveston, Gillespie, Grayson, Gregg, Harris, Harrison, Henderson, Hill, Hopkins, Houston, Jack, Jackson, Jasper, Lamar, Lavaca, Limestone, McLennan, Milam, Montgomery, Morris, Nacogdoches, Newton, Parker, Rains, Red River, Refugio, Sabine, San Augustine, Shelby, Smith, Tarrant, Titus, Travis, Trinity, Tyler, Upshur, Van Zandt, Victoria, Washington, or

⁹⁹ Tex. Transportation Code, §252.101

¹⁰⁰ Tex. Transportation Code, §252.101

¹⁰¹ Tex. Constitution, Art. XVI, §1(a); Tex. Transportation Code, §252.204

¹⁰² Tex. Constitution, Art. XVI, §1(c)

¹⁰³ Tex. Transportation Code, §252.204

¹⁰⁴ Tex. Transportation Code, §252.204(a)(2); Tex. Local Gov't Code, §88.001

Wood Counties.¹⁰⁵ Collin County and Dallas County and Van Zandt County may adopt this system instead of the special law for that county.¹⁰⁶

County Engineer (Road Department System)

Oath Requirement: In counties where the voters have adopted the Road Department System, the county engineer must take the official oath before entering upon the duties of office.¹⁰⁷

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁰⁸

Bond Requirements: In counties where the voters have adopted the Road Department System, the county engineer shall give bond, as required by the commissioners court in an amount and with a surety approved by the commissioners court.¹⁰⁹ The bond must be made payable to the county judge and kept and recorded by the county clerk.¹¹⁰ The county shall pay the premiums on the bond.¹¹¹

County Road Administrator (Road Department System)

Oath Requirement: In counties where the voters have adopted the Road Department System and the commissioners court, unable to employ an engineer, have appointed a road administrator, the road administrator must take the official oath before entering upon the duties of office.¹¹²

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹¹³

Bond Requirements: In counties where the voters have adopted the Road Department System and commissioners court, unable to employ an engineer, have appointed a road administrator, the road administrator shall give bond, as required by the commissioners

¹⁰⁵ Tex. Transportation Code, §252.201

¹⁰⁶ Tex. Transportation Code, §252.201

¹⁰⁷ Tex. Constitution, Art. XVI, §1(a); Tex. Transportation Code, §252.305

¹⁰⁸ Tex. Constitution, Art. XVI, §1(c)

¹⁰⁹ Tex. Transportation Code, §252.305(b)

¹¹⁰ Tex. Local Gov't Code, §88.001

¹¹¹ Tex. Transportation Code, §252.305(b)

¹¹² Tex. Constitution, Art. XVI, §1(a); Tex. Transportation Code, §252.304(c) (*All references to Road Engineer include and apply to a Road Administrator.*)

¹¹³ Tex. Constitution, Art. XVI, §1(c)

court in an amount and with surety approved by the commissioners court.¹¹⁴ The bond must be made payable to the county judge and kept and recorded by the county clerk.¹¹⁵ The county shall pay the premiums on the bond.¹¹⁶

Administrative Employees (Road Department System)

Bond Requirements: In counties where the voters have adopted the Road Department System, the administrative personnel of the county road department must give bond, as required by the commissioners court, in an amount and with surety approved by the commissioners court.¹¹⁷ The bond must be made payable to the county judge and kept and recorded by the county clerk.¹¹⁸ The county shall pay the premiums on the bond.¹¹⁹

County Clerk

Oath Requirement: The county clerk must take and subscribe the official oath. The oath shall be recorded in the county clerk's office and deposited in the office of the clerk of the district court.¹²⁰

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹²¹

Bond Requirements: Before beginning to perform the duties of office, the county clerk must execute a bond either with four or more good and sufficient sureties or with a surety company authorized to do business in the state as a surety. In lieu of the bond, the county may self-insure against losses that would have been covered by the bond. The bond must be approved by commissioners court, made payable to the county, conditioned that the clerk will faithfully perform the duties of office, and in an amount equal to at least 20 percent of the maximum amount of fees collected in any year during the term of office preceding the term for which the bond is to be given, but not less than \$5000 nor more than \$500,000. If a bond is required, the taking of the official oath must be endorsed on the bond. The bond oath shall be recorded in the county clerk's office and deposited in the office of the clerk of the district court.¹²²

¹¹⁴ Tex. Transportation Code, §252.305(b); Tex. Transportation Code, §252.304(c) (*All references to Road Engineer include and apply to Road Administrator.*)

¹¹⁵ Tex. Local Gov't Code, §88.001

¹¹⁶ Tex. Transportation Code, §252.305(b)

¹¹⁷ Tex. Transportation Code, §252.305(b)

¹¹⁸ Tex. Local Gov't Code, §88.001

¹¹⁹ Tex. Transportation Code, §252.305(b)

¹²⁰ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §82.001(d)

¹²¹ Tex. Constitution, Art. XVI, §1(c)

¹²² Tex. Local Gov't Code, §82.001

Additional coverage: The county clerk is additionally required to obtain an insurance policy or similar coverage from a governmental pool operating under Chapter 119 covering the clerk and each deputy clerk against liability incurred through errors and omissions in the performance of their official duties.¹²³ The policy or other coverage must be in an amount equal to the maximum amount of fees collected in any year during the term of office preceding the term for which the policy is to be obtained.¹²⁴ However, the policy or other coverage document must be in an amount of at least \$10,000 but is not required to exceed \$500,000. If the policy or other coverage document provides coverage for other county officials, the policy or other coverage document must be in an amount of at least \$1,000,000.¹²⁵ The commissioners court may establish a contingency fund to provide the required coverage if it is determined by the county clerk that insurance coverage is unavailable at a reasonable cost.¹²⁶

Deputy County Clerks and Other Employees

Oath Requirement: Before entering upon the duties of office, a deputy clerk must take the official oath.¹²⁷ An appointment of a deputy county clerk must be in writing, signed by the county clerk, and bear the seal of the county court. The appointment shall be recorded in the county clerk's office and shall be deposited in the office of the district clerk.¹²⁸

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹²⁹

Bond Requirements: The county clerk shall execute one or more surety bonds to cover each deputy clerk or other employee in an amount that is equal to the county clerk's bond. In lieu of the bonds, the county may self-insure against the losses that would have been covered by the bond. The bond covering a deputy clerk or an employee must be conditioned in the same manner as the bond for the county clerk. The bond must be made payable to the county for the use and benefit of the county clerk.¹³⁰

¹²³ Tex. Local Gov't Code, §82.003(a)

¹²⁴ Tex. Local Gov't Code, §82.003(b)

¹²⁵ Tex. Local Gov't Code, §82.003(b)

¹²⁶ Tex. Local Gov't Code, §82.003(c)

¹²⁷ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §82.005(b)

¹²⁸ Tex. Local Gov't Code, §82.005(a)

¹²⁹ Tex. Constitution, Art. XVI, §1(c)

¹³⁰ Tex. Local Gov't Code, §82.002

County Treasurer

Oath Requirement: Before entering upon the duties of office, the county treasurer is required to take the official oath.¹³¹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹³²

Bond Requirements: Before beginning to perform the duties of the office, the county treasurer must execute a bond that must be approved by the commissioners court and made payable to the county judge in an amount not to exceed ½ of 1% of the largest amount budgeted for general county maintenance and operations for any fiscal year of the county beginning during the term of office preceding the term for which the bond is to be given except that the amount may not be less than \$5,000 or more than \$500,000; and conditioned that the treasurer will faithfully execute the duties of office.¹³³ The county judge may declare the office vacant if the bond is not given or the oath is not taken on or before assuming the office. The bond and oath shall be recorded in the county clerk's office.¹³⁴

Assistant Treasurers, Deputies and Employees of the Treasurer's Office

Oath Requirement: The appointment of an assistant treasurer or treasury deputy must be in writing, be signed by the county treasurer, and bear the seal of the county court.¹³⁵ Before beginning to perform the duties of office, an assistant treasurer or treasury deputy must take and subscribe the official oath, which must be endorsed on the appointment. The appointment and oath shall be deposited in the county clerk's office.¹³⁶

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹³⁷

Bond Requirements: If a county treasurer employs only one assistant or deputy, the county treasurer shall execute a surety bond to cover the assistant or deputy and shall execute a schedule surety bond or a blanket surety bond to cover all other employees of the office. If a county treasurer employs more than one assistant or deputy, the county treasurer

¹³¹ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §83.002(b)

¹³² Tex. Constitution, Art. XVI, §1(c)

¹³³ Tex. Local Gov't Code, §83.002(a)

¹³⁴ Tex. Local Gov't Code, §83.002(b)

¹³⁵ Tex. Local Gov't Code, §83.009(a)

¹³⁶ Tex. Local Gov't Code, §83.009(b)

¹³⁷ Tex. Constitution, Art. XVI, §1(c)

shall execute a blanket surety bond to cover the assistants or deputies and all other employees of the office.¹³⁸ In lieu of a county treasurer obtaining a bond as required by subsection (a), the county may self-insure against losses that would have been covered by the bond.¹³⁹ The bond under this section must be conditioned in the same manner and must be for the same amount as the bond for the county treasurer under Local Government Code §83.002. The bond must be made payable to the county judge for the use and benefit of the county treasurer.¹⁴⁰

Additional Bond Requirements Which May Apply to Certain County Treasurers

Additional Bond Requirements – Counties with Levee Improvement Districts: If the county treasurer of the county whose commissioners court has jurisdiction of a Levee Improvement District serves as the treasurer of the district, the county treasurer shall furnish good and sufficient bond, payable to the district, in an amount determined by the board to be sufficient to safeguard the district per Water Code §49.057(e). However, the board may obtain or require an officer, employee or consultant of the district to obtain insurance or coverage under an interlocal agreement that covers theft of district funds by officers, employees or consultants of the district in lieu of requiring a bond under Subsection (e) if the board determines that the insurance or coverage under an interlocal agreement would adequately protect the interests of the district.¹⁴¹ The board may pay the premium on surety bonds required of officials, employees or consultants of the district out of any available funds of the district including proceeds from the sale of bonds.¹⁴²

Additional Bond Requirements – Counties with Article III, § 52 Navigation Districts: The county treasurer of the county whose commissioners court has jurisdiction of an Art. III, §52 Navigation District shall be the treasurer of the district.¹⁴³ Before receiving the proceeds of any district bonds and before receiving any district funds from any source, the district treasurer shall execute a good and sufficient bond payable to the Navigation and Canal Commission of the District for the benefit of the district.¹⁴⁴ The bond shall be in an amount fixed and approved by the Navigation and Canal Commission of the district.¹⁴⁵ The bond shall be conditioned on the district treasurer's faithfully executing the duties of his office, paying over all money that comes into his hands as the treasurer,

¹³⁸ Tex. Local Gov't Code, §83.008(a)

¹³⁹ Tex. Local Gov't Code, §83.008(b)

¹⁴⁰ Tex. Local Gov't Code, §83.008(c)

¹⁴¹ Tex. Water Code, §49.057(i)

¹⁴² Tex. Water Code, §49.057(f)

¹⁴³ Tex. Water Code, §61.078

¹⁴⁴ Tex. Water Code, §61.079(a)

¹⁴⁵ Tex. Water Code, §61.079(a)

and rendering a just account to the commissioners court or the Navigation and Canal Commission of the district when required to do so.¹⁴⁶

Additional Bond Requirements – Counties with Article XVI, §59, Navigation Districts: The county treasurer of the county with jurisdiction of an Article III, §59 Navigation District shall be the treasurer of the district.¹⁴⁷ The county treasurer shall execute a good and sufficient bond, approved and payable to the commissioners, conditioned on the faithful performance by the treasurer of his duties for the district and in an amount equal to twice the amount of funds he will hold at any time as treasurer of the district.¹⁴⁸ When any bonds are voted by the district, the county treasurer, before receiving the proceeds from the sale of the bonds, shall execute an additional good and sufficient bond, payable to the commissioners, in an amount which is twice the amount of the bonds issued. This additional bond shall be conditioned and approved in the same manner as the first but shall not be required after the treasurer has disbursed the proceeds of the bond issue.¹⁴⁹

County Tax Assessor – Collector

Oath Requirement: Before beginning to perform the duties of office, a county tax assessor-collector is required to take the official oath.¹⁵⁰ The Assessor-Collector’s official oath shall be recorded in the office of the county clerk.¹⁵¹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁵²

Bond Requirements: A person elected or appointed as county assessor-collector must, before beginning to perform the duties of the office, give bonds to the state and to the county, conditioned on the faithful performance of the person’s duties as assessor-collector.¹⁵³

The bond for state taxes must be payable to the Governor and his successors in office in an amount equal to five percent of the net state collections from motor vehicle sales and use taxes and motor vehicle registration fees in the county during the year ending August 31 preceding the date bond is given, except that the amount of the bond may not be less

¹⁴⁶ Tex. Water Code, §61.079(b)

¹⁴⁷ Tex. Water Code, §62.073

¹⁴⁸ Tex. Water Code, §62.074(a)

¹⁴⁹ Tex. Water Code, §62.074(b)

¹⁵⁰ Tex. Constitution, Art. XVI, §1(a); Tex. Tax Code, §6.28(a)

¹⁵¹ Tex. Tax Code, §6.28(e)

¹⁵² Tex. Constitution, Art. XVI, §1(c)

¹⁵³ Tex. Tax Code, §6.28(a)

than \$2,500 or more than \$100,000.¹⁵⁴ To be effective, the bond must be approved by the commissioners court and the State Comptroller of Public Accounts.¹⁵⁵

The bond for county taxes must be payable to the commissioners court in an amount equal to 10 percent of the total amount of county taxes imposed in the preceding tax year, except that the amount of the bond may not be less than \$2,500 or more than \$100,000.¹⁵⁶ The commissioners court of a county with a population of 1.5 million or more by order may set the maximum amount of the bond in an amount greater than \$100,000. To be effective, the bond must be approved by the commissioners court.¹⁵⁷

Additionally, the assessor-collector's bonds for state and county taxes shall be recorded in the office of the county clerk, and the county judge shall submit the bond for state taxes to the State Comptroller of Public Accounts.¹⁵⁸

Chief Deputy

Where an assessor-collector of taxes dies or the office becomes vacant for any other reason, the duties immediately devolve upon the chief deputy.¹⁵⁹ Such duties may not be performed, however, until the bond required of the chief deputy assuming the duties of assessor-collector of taxes shall have been given and approved.¹⁶⁰ The office must remain closed until such bond is given and approved.¹⁶¹

A county assessor-collector, with the approval of the commissioners court of the county, may deputize an individual or business entity to perform titling and registration services in accordance with rules adopted by the Board of the Texas Department of Motor Vehicles. The rules adopted by the Board must prescribe: the classification types of deputies performing titling and registration duties; the duties and obligations of deputies; the type and amount of any bonds that may be required by a county assessor-collector for a deputy to perform titling and registration duties; and the fees that may be charged or retained by deputies.¹⁶²

¹⁵⁴ Tex. Tax Code, §6.28(b)

¹⁵⁵ Tex. Tax Code, §6.28(b)

¹⁵⁶ Tex. Tax Code, §6.28(c)

¹⁵⁷ Tex. Tax Code, §6.28(c)

¹⁵⁸ Tex. Tax Code, §6.28(e); *see also* Tex. Gov't Code, §604.003

¹⁵⁹ Tex. Att'y Gen. Op. No. CM-1211 (1972)

¹⁶⁰ *Id.*

¹⁶¹ *Id.*

¹⁶² Tex. Transportation Code, §520.0071

Other Assistants

The Tax Assessor-Collector may require bonds of assistants.¹⁶³

County Auditor

Oath Requirement: Before entering upon the duties of office, the county auditor is required to take the official oath.¹⁶⁴

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁶⁵

Bond Requirements: Before taking office and within 20 days after the date of appointment, the county auditor must execute a good and sufficient surety bond or a bond secured by two or more good and sufficient personal sureties in the amount of \$5,000 or more, approved by and payable to the district judges, conditioned upon the faithful performance of the duties of the auditor.¹⁶⁶

Additional Oath: The county auditor must take a written oath that lists the positions of public or private trust previously held and the length of service in each of those positions and that states: (1) that he has the qualifications required by Chapter 84 of the Local Government Code; and (2) that he will not be personally interested in a contract with the county.¹⁶⁷

Assistant County Auditor

Oath Requirement: Before entering upon the duties of office, an assistant county auditor is required to take the official oath for faithful performance of duty.¹⁶⁸

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁶⁹

Bond Requirements: The county auditor may require an assistant to give a bond and may determine the terms of the bond. The bond must run in favor of the county and the county

¹⁶³ Tex. Att’y Gen. Op. No. GM-5110 (1943)

¹⁶⁴ Tex. Constitution, Art. XVI, §1(a), Tex. Local Gov’t Code, §84.007

¹⁶⁵ Tex. Constitution, Art. XVI, §1(c)

¹⁶⁶ Tex. Local Gov’t Code, §84.007

¹⁶⁷ Tex. Local Gov’t Code, §84.007

¹⁶⁸ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov’t Code, §84.021

¹⁶⁹ Tex. Constitution, Art. XVI, (c)

auditor as their interests indicate. The county shall pay for the bond.¹⁷⁰ An officer required by law to give an official bond shall file the bond with the officer's oath of office.¹⁷¹

Note: The attorney general has held that all employees of the auditor's office are assistant auditors.¹⁷²

County Sheriff

Oath Requirement: Before entering upon the duties of office, the county sheriff must take and subscribe the official oath.¹⁷³

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁷⁴

Bond Requirements: Before beginning to perform the duties of office, a person elected as county sheriff must execute a bond with two or more good and sufficient sureties or a solvent surety company authorized to do business in this state. The bond must be approved by the commissioners court, made payable to the governor, and in an amount established by the commissioners court, not less than \$5,000 or more than \$30,000. Further, the bond must be conditioned that the sheriff will faithfully perform the duties of office established by law, account for and pay to the person authorized by law to receive them the fines, forfeitures, and penalties the sheriff collects for the use of the state or a county, execute and return when due, the process and precepts lawfully directed to the sheriff, and pay to the person to whom they are due or to the person's attorney, the funds collected by virtue of the process or precept, and pay to the county any funds illegally paid, voluntarily or otherwise, to the sheriff from county funds. The official oath must be taken and subscribed and, together with the certificate of the officer administering the oath, must be endorsed on the bond.¹⁷⁵

The officer approving the bond of an officer required by law to give an official bond payable to the governor or the state shall deposit the bond with the comptroller.¹⁷⁶ An officer required by law to give an official bond shall file the bond with the officer's oath of office.¹⁷⁷

¹⁷⁰ Tex. Local Gov't Code, §84.021

¹⁷¹ Tex. Gov't Code, §604.001

¹⁷² Tex. Att'y Gen. Op. No. GM-0832 (1939)

¹⁷³ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §85.001

¹⁷⁴ Tex. Constitution, Art. XVI, §1(c)

¹⁷⁵ Tex. Local Gov't Code, §85.001

¹⁷⁶ Tex. Gov't Code, §604.003

¹⁷⁷ Tex. Gov't Code, §604.001

Historically, there has been confusion among Texas courts, the Attorney General and Comptroller regarding the proper location for filing and maintaining the sheriff's bond.¹⁷⁸ The confusion comes from an apparent conflict between Government Code §604.003 and Local Government Code §88.001. A cautious approach may be to file duplicate originals with the comptroller and with the county clerk. As always, we recommend that you consult with your local county or district attorney for guidance.

Deputy Sheriff

Oath Requirement: Before entering upon the duties of office, a deputy sheriff is required to take the official oath.¹⁷⁹ The appointment of a deputy sheriff must be in writing, and the oath of the deputy sheriff, together with the certificate of the officer administering the oath, must be endorsed on the appointment.¹⁸⁰ The oath and the appointment shall be deposited and recorded in the county clerk's office. A list of the appointments shall be posted in a conspicuous place in that office.¹⁸¹ A person reappointed as deputy sheriff may continue to perform the duties of deputy sheriff before retaking the official oath. The deputy must retake the oath as soon as possible after being reappointed.¹⁸²

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁸³

Bond Requirements: A sheriff is responsible for the acts of a deputy sheriff and may require that a deputy execute a bond or other security.¹⁸⁴

Reserve Deputy Sheriff

Oath Requirement: Before entering upon the duties of office, a reserve deputy sheriff is required to take the official oath.¹⁸⁵ The oath must, at the time of appointment, be filed with the county clerk.¹⁸⁶ A person reappointed as reserve deputy sheriff may continue to

¹⁷⁸ Tex. Prac., County and Special District Laws, §20.4; Tex. Att'y Gen. Op. No. PD-0637 (1948), and *Bachus v. Foster*, 122 S.W.2d 1058 (Tex. Com. App. 1939).

¹⁷⁹ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §85.003. *See generally*, Tex. Att'y Gen. Op. No. JH-1027 (1977).

¹⁸⁰ Tex. Local Gov't Code, §85.003

¹⁸¹ Tex. Local Gov't Code, §85.003

¹⁸² Tex. Local Gov't Code, §85.003(b-1)

¹⁸³ Tex. Constitution, Art. XVI, §1(c)

¹⁸⁴ Tex. Loc. Gov't Code, §85.003

¹⁸⁵ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §85.004. *See generally*, Tex. Att'y Gen. Op. No. JH-1027 (1977).

¹⁸⁶ Tex. Local Gov't Code, §85.004

perform the duties of reserve deputy sheriff before retaking the official oath. The reserve deputy must retake the oath as soon as possible after being reappointed.¹⁸⁷

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁸⁸

Bond Requirements: A reserve deputy sheriff must, at the time of appointment, execute and file a bond in the amount of \$2,000 payable to the sheriff. The bond shall be filed with the county clerk.¹⁸⁹ However, in lieu of the reserve deputy sheriff executing his or her own bond, if the sheriff appoints more than one reserve deputy sheriff, the sheriff instead may issue a blanket surety bond to cover the reserve deputy sheriffs. Additionally, instead of a reserve deputy sheriff executing his or her individual bond or the sheriff executing a blanket surety bond, the county may self-insure against losses that would have been covered by the bond.¹⁹⁰ An officer required by law to give an official bond shall file the bond with the official's oath of office.¹⁹¹

Constable

Oath Requirement: Before entering upon the duties of office, a person who is elected constable must take and sign the constitutional oath of office.¹⁹²

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁹³

Bond Requirements: Before entering on the duties of office, a person who is elected to the office of constable must execute a bond with two or more good and sufficient sureties or a solvent surety company authorized to do business in this state. The bond must be payable to the governor and the governor's successors in office and conditioned that the constable will faithfully perform the duties imposed by law. The bond must be approved and set by the commissioners court in an amount of not less than \$500 or more than \$1,500. The oath of office must be endorsed on the bond along with the certificate of the officer who administers the oath. The bond must be deposited and recorded in the office of the clerk of the county court.¹⁹⁴

¹⁸⁷ Tex. Local Gov't Code, §85.004(c-2)

¹⁸⁸ Tex. Constitution, Art. XVI, §1(c)

¹⁸⁹ Tex. Local Gov't Code, §85.004(c)

¹⁹⁰ Tex. Local Gov't Code, §85.004(c-1)

¹⁹¹ Tex. Gov't Code, §604.001

¹⁹² Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §86.002(b)

¹⁹³ Tex. Constitution, Art. XVI, §1(c)

¹⁹⁴ Tex. Local Gov't Code, §86.002

Deputy Constable

Oath Requirement: Before entering upon the duties of office, a deputy constable must take the official oath.¹⁹⁵

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.¹⁹⁶

Bond Requirements: A deputy constable must qualify in the manner provided for a deputy sheriff.¹⁹⁷ The constable may require a deputy to post a bond or security.¹⁹⁸

Reserve Deputy Constable

Oath Requirement: Before entering upon the duties of office, a reserve deputy constable is required to take the official oath.¹⁹⁹ The oath must, at the time of appointment, be filed with the county clerk.²⁰⁰ A person reappointed as a reserve deputy constable may continue to perform the duties of office before retaking the official oath. The reserve deputy constable must retake the oath as soon as possible after being reappointed.²⁰¹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁰²

Bond Requirements: A reserve deputy constable must, at the time of appointment, execute and file a bond in the amount of \$2,000 payable to the constable. The bond shall be filed with the county clerk.²⁰³

If a constable appoints more than one reserve deputy constable, the constable may execute a blanket surety bond to cover the reserve deputy constables. Instead of a reserve deputy constable executing an individual bond under Subsection (c) or the constable executing a blanket surety bond, the county may self-insure against losses that would have been covered by the bond.²⁰⁴

¹⁹⁵ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §86.011(b). *See generally*, Tex. Att'y Gen. Op. No. JH-1027 (1977).

¹⁹⁶ Tex. Constitution, Art. XVI, §1(c)

¹⁹⁷ Tex. Local Gov't Code, §86.011(b)

¹⁹⁸ Tex. Local Gov't Code, §86.011(c)

¹⁹⁹ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §86.012(c)

²⁰⁰ Tex. Local Gov't Code, §86.012(c)

²⁰¹ Tex. Local Gov't Code, §86.012(c-2).

²⁰² Tex. Constitution, Art. XVI, §1(c)

²⁰³ Tex. Local Gov't Code, §86.012(c)

²⁰⁴ Tex. Local Gov't Code, §86.012(c-1)

Justice of the Peace

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore, before entering upon the duties of office, a justice of the peace is required to take the official oath.²⁰⁵

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁰⁶

Bond Requirements: Each justice of the peace must give a bond payable to the county judge in an amount of not more than \$5,000 conditioned that the justice will faithfully and impartially discharge the duties required by law and promptly pay all money that comes into the justice's hands during the term of office.²⁰⁷ If the official bond of a county officer is required by law to be approved by commissioners court, then the bond, except as required by other law, must be made payable to the county judge and kept and recorded by the county clerk.²⁰⁸

County Attorney

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore before entering upon the duties of office, a county attorney is required to take the official oath.²⁰⁹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²¹⁰

Bond Requirements: Each county attorney shall execute a bond payable to the governor in the amount of \$2,500, with at least two good and sufficient sureties to be approved by the commissioners court of the county.²¹¹ The bond must be conditioned on the county attorney faithfully paying over in the manner prescribed by law all money that he collects or receives for any county or the state.²¹²

²⁰⁵ Tex. Constitution, Art. XVI, §1(a)

²⁰⁶ Tex. Constitution, Art. XVI, §1(c)

²⁰⁷ Tex. Gov't Code, §27.001

²⁰⁸ Tex. Local Gov't Code, §88.001

²⁰⁹ Tex. Constitution, Art. XVI, §1(a)

²¹⁰ Tex. Constitution, Art. XVI, §1(c)

²¹¹ Tex. Gov't Code, §45.001(a)

²¹² Tex. Gov't Code, §45.001(b)

If the official bond of a county officer is required by law to be approved by the commissioners court, then the bond, except as required by other law, must be made payable to the county judge and kept and recorded by the county clerk.²¹³

Historically, there has been confusion among Texas courts, the Attorney General and Comptroller regarding the proper location for filing and maintaining the county attorney's bond.²¹⁴ The confusion comes from an apparent conflict between Government Code, §604.003 and Local Government Code, §88.001. A cautious approach may be to file duplicate originals with the comptroller and with the county clerk. As always, we recommend that you consult with your local county or district attorney for guidance.

Note: In a county in which the county attorney has retained the statutory and constitutional duties normally assigned to a district attorney, a separate district attorney bond is unnecessary.²¹⁵

Assistant County Attorney

Oath Requirement: Before entering upon the duties of office, an assistant county attorney is required to take the official oath.²¹⁶

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²¹⁷

Bond Requirements: A prosecuting attorney may require his assistant prosecuting attorneys, investigators, and secretaries to execute a bond.²¹⁸ The amount of the bond is set at the discretion of the prosecuting attorney.

County Surveyor

Oath Requirement: Before entering upon the duties of office, a county surveyor is required to take the official oath.²¹⁹

²¹³ Tex. Local Gov't Code, §88.001

²¹⁴ Tex. Prac., County and Special District Laws §20.4; Tex. Att'y Gen. Op. No. PD-0637 (1948), and *Bachus v. Foster*, 122 S.W.2d 1058 (Tex. Com. App. 1939).

²¹⁵ Tex. Att'y Gen. Op. No. KP-0139 (2017)

²¹⁶ Tex. Constitution, Art. XVI, §1(a)

²¹⁷ Tex. Constitution, Art. XVI, §1(c)

²¹⁸ Tex. Gov't Code, §41.104

²¹⁹ Tex. Constitution, Art. XVI, §1(a); Tex. Natural Resources Code, §23.013

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²²⁰

Bond Requirements: The county surveyor shall execute a bond conditioned on the faithful performance of the duties of office. The amount of the bond shall be fixed by the commissioners court and shall not be less than \$500 nor more than \$10,000.²²¹ If the official bond of a county officer is required by law to be approved by the commissioners court, then the bond, except as required by other law, must be made payable to the county judge and kept and recorded by the county clerk.²²²

Deputy County Surveyor

Oath Requirement: Before entering upon the duties of office, a deputy county surveyor is required to take the official oath.²²³

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²²⁴

Bond Requirements: The deputy county surveyor shall give bond to the county surveyor in the sum of not less than \$500 nor more than \$10,000 conditioned on the faithful performance of the duties of office.²²⁵

Chain Carriers and Markers

Oath: The county surveyor shall administer an oath to each chain carrier and marker employed by him to faithfully perform his duties in accordance with the instructions given him.²²⁶

Bond Requirements: No bond requirement.

²²⁰ Tex. Constitution, Art. XVI, §1(c)

²²¹ Tex. Natural Resources Code, §23.013

²²² Tex. Local Gov't Code, §88.001

²²³ Tex. Constitution, Art. XVI, §1(a); Tex. Natural Resources Code, §23.014

²²⁴ Tex. Constitution, Art. XVI, §1(c)

²²⁵ Tex. Natural Resources Code, §23.014(b)

²²⁶ Tex. Natural Resources Code, §23.015

County Fire Marshal

Oath Requirement: Before entering upon the duties of office, a county fire marshal is required to take the official oath.²²⁷

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²²⁸

Bond Requirements: Before entering upon the duties of office, a county fire marshal shall post a bond as required by the commissioners court conditioned that the marshal will faithfully and strictly perform the duties of the office.²²⁹ A county fire marshal may not be directly or indirectly interested in the sale of fire-fighting equipment and may not be engaged in any type of fire insurance business.²³⁰ If the official bond of a county officer is required by law to be approved by the commissioners court, then the bond, except as required by other law, must be made payable to the county judge and kept and recorded by the county clerk.²³¹

County Purchasing Agent

Oath Requirements: Although there is no specific statutory requirement for the oath, a county purchasing agent may be either appointed or employed. If the individual is appointed for a two-year term, he must take the oath of office.²³² A county with a population in excess of 100,000 may choose to employ a county purchasing agent instead of appointing one. (*Emphasis added*)²³³

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²³⁴

Bond Requirements: Each appointed county purchasing agent must execute a bond in the amount of \$5,000, payable to the county, conditioned that the individual will faithfully perform the duties of office.²³⁵

²²⁷ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §352.012(a)

²²⁸ Tex. Constitution, Art. XVI, §1(c)

²²⁹ Tex. Local Gov't Code, §352.012(a)

²³⁰ Tex. Local Gov't Code, §352.012

²³¹ Tex. Local Gov't Code, §88.001

²³² Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §262.011

²³³ Tex. Local Gov't Code, §262.0115

²³⁴ Tex. Constitution, Art. XVI, §1(c)

²³⁵ Tex. Local Gov't Code, §262.011(c)

County Elections Administrator

Oath Requirement: Before entering upon the duties of office, a county elections administrator is required to take the official oath.²³⁶

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²³⁷

Bond Requirements: Each appointed county elections administrator must execute a bond not to exceed \$20,000, payable to the county judge, approved by the commissioners court, and conditioned that the individual will faithfully perform the duties of office.²³⁸

Deputy County Elections Administrators

Oath Requirement: Before entering upon the duties of office, a deputy elections administrator is required to take the official oath.²³⁹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁴⁰

Bond Requirements: The commissioners court or the administrator may require any or all of the administrator's deputies, other than unpaid volunteer deputy registrars, to give a bond similar to that required of the administrator in an amount not exceeding the amount of the administrator's bond.²⁴¹

Election Judges, Alternate Election Judges, and Early Voting Clerks

Oath Requirements: A court would likely conclude that election judges, alternate election judges, and early voting clerks must take the constitutional oath of office before entering upon the duties of office.²⁴² In addition to the constitutional oath of office and the statement of appointed officer, election judges, alternate election judges, and early voting clerks must repeat aloud the statutory election officer oath prior to opening the polls.²⁴³

²³⁶ Tex. Constitution, Art. XVI, §1(a)

²³⁷ Tex. Constitution, Art. XVI, §1(c)

²³⁸ Tex. Elec. Code, §31.040.

²³⁹ Tex. Constitution, Art. XVI, §1(a)

²⁴⁰ Tex. Constitution, Art. XVI, §1(c)

²⁴¹ Tex. Elec. Code, §31.040(b).

²⁴² Tex. Att'y Gen. Op. No. KP-0140 (2017); Tex. Constitution, Art. XVI, §1(a)

²⁴³ Tex. Election Code, §§62.003(a); 81.002

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁴⁴

Bond Requirements: No bond requirement.

Note: A constitutional oath or statement or an oath set out in the Election Code that is required to be taken by an election officer before entering the duties of office may be administered by the following: 1) the secretary of state, a member of the secretary of state's staff, or a state inspector appointed by the secretary; 2) a county or municipal court or the clerk's deputies; 3) a county tax assessor-collector or the county tax assessor-collector's deputies; 4) a city secretary; 5) a member of a county election commission or county election board; 6) a county elections administrator or employee of a county elections administrator; 7) the secretary of the governing body of a political subdivision other than a county or city or the authority performing the duties of a secretary under this code; 8) a presiding election judge or alternate presiding judge who has already entered service; 9) an early voting clerk or a deputy early voting clerk who has already entered service; 10) a member of an early voting ballot board or signature verification committee who has already entered service; or 11) a presiding judge, manager, or tabulation supervisor of a central counting station who has already entered service.²⁴⁵

²⁴⁴ Tex. Constitution, Art. XVI, §1(c)

²⁴⁵ Tex. Election Code, §1.016(a)

REQUIREMENTS FOR DISTRICT AND OTHER LOCAL STATE OFFICERS

District Clerk

Oath Requirement: Before entering upon the duties of office, a district clerk must take and sign the oath prescribed for officers of this state.²⁴⁶

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁴⁷

Bond Requirements: Before entering upon the duties of office, each district clerk must give a bond with two or more sufficient sureties or with a surety company authorized to do business in this state.²⁴⁸ In lieu of the bond, a county may self-insure against losses that would have been covered by the bond.²⁴⁹ The bond must be payable to the governor, be conditioned on the faithful performance of the duties of office, be approved by the commissioners court, and be in an amount equal to not less than 20 percent of the maximum amount of fees collected in any year during the term of office immediately preceding the term of office for which the bond is given, except that the bond may not be in an amount less than \$5,000 nor more than \$100,000.²⁵⁰ The oath of office must be endorsed on the bond, if a bond is required, and must be filed and recorded in the office of the county clerk.²⁵¹

Insurance Requirements: Each district clerk shall obtain an insurance policy or similar coverage from a governmental pool operating under Chapter 119, Local Government Code, or from a self-insurance fund or risk retention group created by one or more governmental units under Chapter 2259, Government Code, to cover the district clerk and any deputy clerk against liabilities incurred through errors or omissions in the performance of official duties. The amount of the policy or other coverage document must equal the maximum amount of fees collected in any year during the term of office immediately preceding the term for which the insurance is obtained, except that the amount of the policy or other coverage document must be at least \$20,000 but not more than \$700,000. If the policy or other coverage document provides coverage for other county officials, the amount of the policy must be at least \$1 million.²⁵² If the district clerk

²⁴⁶ Tex. Constitution, Art. XVI, §1(a); Tex. Gov't Code, §51.302(b)

²⁴⁷ Tex. Constitution, Art. XVI, §1(c)

²⁴⁸ Tex. Gov't Code, §51.302(a)

²⁴⁹ Tex. Gov't Code, §51.302(g)

²⁵⁰ Tex. Gov't Code, §51.302(a)

²⁵¹ Tex. Gov't Code, §51.302(b)

²⁵² Tex. Gov't Code, §51.302(c)

determines coverage is unavailable at a reasonable cost, the commissioners court may establish a contingency fund to provide the required coverage.²⁵³

Additional Insurance Requirements: Each district clerk shall obtain an insurance policy or similar coverage to cover losses due to burglary, theft, robbery, counterfeit currency, or destruction. The amount of the policy must be at least \$20,000 but not more than \$700,000.²⁵⁴

Deputy District Clerks and Other Employees

Oath Requirement: Before entering upon the duties of office, a deputy district clerk is required to take the official oath.²⁵⁵ The appointment of a deputy district clerk must be in writing and recorded in the office of the county clerk.²⁵⁶

Statement of officer: Must be filed in the official records of the office before the oath can be taken.²⁵⁷

Bond Requirements: The district clerk shall obtain one or more surety bonds to cover each deputy clerk or other employee. A deputy clerk and an employee must be covered on the same conditions and the same amount as the district clerk. The bond shall be made payable to the governor for the use and benefit of the district clerk.²⁵⁸ In lieu of the bond, a county may self-insure against losses that would have been covered by the bond.²⁵⁹

District Judge

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore, before entering upon the duties of office, a district judge is required to take the official oath.²⁶⁰

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁶¹

Bond Requirements: No bond requirement.

²⁵³ Tex. Gov't Code, §51.302(e)

²⁵⁴ Tex. Gov't Code, §51.302(d)

²⁵⁵ Tex. Constitution, Art. XVI, §1(a); Tex. Gov't Code, §51.309(a)

²⁵⁶ Tex. Gov't Code, §51.309(a)

²⁵⁷ Tex. Constitution, Art. XVI, §1(c)

²⁵⁸ Tex. Gov't Code, §51.309(b)

²⁵⁹ Tex. Gov't Code, §51.309(c)

²⁶⁰ Tex. Constitution, Art. XVI, §1(a)

²⁶¹ Tex. Constitution, Art. XVI, §1(c)

Official Court Reporter

Oath Requirement: Before entering upon the duties of office, an official court reporter is required to take the official oath.²⁶²

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁶³

Bond Requirements: No bond requirement.

Additional Oath: In addition to the official oath, each official court reporter must sign an oath administered by the district clerk stating that in each reported case the court reporter will keep a correct, impartial record of the evidence offered in the case, the objections and exceptions made by the parties to the case, and the rulings and remarks made by the court in determining the admissibility of testimony presented in the case.²⁶⁴

Deputy Court Reporter

Oath Requirement: Before entering upon the duties of office, a deputy court reporter is required to take the official oath.²⁶⁵

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁶⁶

Bond Requirements: No bond requirement.

Additional Oath: In addition to the official oath, each official court reporter must sign an oath administered by the district clerk stating that in each reported case the court reporter will keep a correct, impartial record of the evidence offered in the case, the objections and exceptions made by the parties to the case, and the rulings and remarks made by the court in determining the admissibility of testimony presented in the case.²⁶⁷

²⁶² Tex. Constitution, Art. XVI, §1(a); Tex. Gov't Code, §52.045(a)

²⁶³ Tex. Constitution, Art. XVI, §1(c)

²⁶⁴ Tex. Gov't Code, §52.045(b)

²⁶⁵ Tex. Constitution, Art. XVI, §1(a); Tex. Gov't Code, §52.045(b)

²⁶⁶ Tex. Constitution, Art. XVI, §1(c)

²⁶⁷ Tex. Gov't Code, §52.045(b)

District Attorney

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore, before entering upon the duties of office, a district attorney is required to take the official oath.²⁶⁸

Statement of Officer: Must be filed with the Office of the Secretary of State.²⁶⁹

Bond Requirements: Before assuming the duties of the office, a district attorney must give a bond that is payable to the governor, in the sum of \$5,000, has two or more good and sufficient sureties, is approved by the district judge, and is conditioned that the district attorney will, in the manner prescribed by law, faithfully pay over all money that he collects or that comes into his hands for the state or county.²⁷⁰ Instead of the bond required under Subsection (a), a district attorney may obtain coverage from a county government risk management pool created under Chapter 119, Local Government Code. Coverage obtained under the pool must be in the same amount and satisfy the same bond conditions otherwise required by this section.²⁷¹ A district attorney is not required to execute the bond required under Subsection (a) and may perform the duties of office if the commissioners court of each county in the district by order authorizes the county to self-insure against losses that would have been covered by the bond. An order adopted by a commissioners court under this section shall be kept and recorded by the county clerk.²⁷² Each district attorney's bond shall be deposited in the office of the Comptroller of Public Accounts.²⁷³

Criminal District Attorney

Oath Requirement: Although there is no specific statutory requirement, it is an elected office, therefore, before entering upon the duties of office, a district attorney is required to take the official oath.²⁷⁴

Statement of Officer: Must be filed with the Office of the Secretary of State.²⁷⁵

²⁶⁸ Tex. Constitution, Art. XVI, §1(a)

²⁶⁹ Tex. Constitution, Art. XVI, §1(c)

²⁷⁰ Tex. Gov't Code, §43.002(a)

²⁷¹ Tex. Gov't Code, §43.002(c)

²⁷² Tex. Gov't Code, §43.002(d)

²⁷³ Tex. Gov't Code, §43.002(b); Tex. Gov't Code, §604.003

²⁷⁴ Tex. Constitution, Art. XVI, §1(a)

²⁷⁵ Tex. Constitution, Art. XVI, §1(c)

Bond Requirements: A criminal district attorney must give the bond required of a district attorney.²⁷⁶ Before assuming the duties of the office, a criminal district attorney must give a bond that is payable to the governor, in the sum of \$5,000, has two or more good and sufficient sureties, is approved by the district judge, and is conditioned that the criminal district attorney will, in the manner prescribed by law, faithfully pay over all money that he collects or that comes into his hands for the state or county.²⁷⁷ Instead of the bond required under Subsection (a), a criminal district attorney may obtain coverage from a county government risk management pool created under Chapter 119, Local Government Code. Coverage obtained under the pool must be in the same amount and satisfy the same bond conditions otherwise required by this section.²⁷⁸ A criminal district attorney is not required to execute the bond required under Subsection (a) and may perform the duties of office if the commissioners court of each county in the district by order authorizes the county to self-insure against losses that would have been covered by the bond. An order adopted by a commissioners court under this section shall be kept and recorded by the county clerk.²⁷⁹ Each criminal district attorney's bond shall be deposited in the office of the Comptroller of Public Accounts.²⁸⁰

Assistant District or Criminal District Attorney

Oath Requirement: Before entering upon the duties of office, an assistant district or criminal district attorney is required to take the official oath.²⁸¹

Statement of Officer: Must be filed with the Office of the Secretary of State.²⁸²

Bond Requirements: A prosecuting attorney may require his assistant prosecuting attorneys to have a bond in the amount that the prosecuting attorney sets.²⁸³

²⁷⁶ Tex. Gov't Code, §44.002

²⁷⁷ Tex. Gov't Code, §43.002(a)

²⁷⁸ Tex. Gov't Code, §44.002(b)

²⁷⁹ Tex. Gov't Code, §44.002(c)

²⁸⁰ Tex. Gov't Code, §44.002(b); Tex. Gov't Code, §604.003

²⁸¹ Tex. Constitution, Art. XVI, §1(a); Tex. Gov't Code, §41.103(a)

²⁸² Tex. Constitution, Art. XVI, §1(c)

²⁸³ Tex. Gov't Code, §41.104

REQUIREMENTS FOR MEMBERS OF SOME COUNTY BOARDS AND COMMISSIONS

Director of a Jail District

Oath Requirement: Before entering upon the duties of office, a director of a jail district is required to take the official oath.²⁸⁴

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁸⁵

Bond Requirements: No bond required.²⁸⁶

General Manager of a Jail District

Bond Requirements: The general manager of a jail district shall execute a bond in an amount determined by the Board, payable to the District, and conditioned on the faithful performance of the general manager's duties.²⁸⁷ The District shall pay for the bond.²⁸⁸

Employees of a Jail District

Bond Requirements: The board shall require each employee who collects, pays, or handles any funds of the district to furnish a bond.²⁸⁹ The bond must be payable to the district, in an amount sufficient to protect the district from financial loss resulting from actions of the employee, conditioned on the faithful performance of the employee's duties, and on accounting for all money and property of the district in the employee's hands.²⁹⁰ The district shall pay for the bond.²⁹¹

Park Commissioner of a County Parks Board

Oath Requirement: Before entering upon the duties of office, and within 15 days after the date of appointment, a county park commissioner is required to take the official oath.²⁹² A certificate of appointment executed by the county judge and attested by the county clerk shall be filed in the office of the county clerk.²⁹³

²⁸⁴ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §351.131(a)

²⁸⁵ Tex. Constitution, Art. XVI, §1(c)

²⁸⁶ Tex. Local Gov't Code, Ch. 351

²⁸⁷ Tex. Local Gov't Code, §351.132(b)

²⁸⁸ Tex. Local Gov't Code, §351.132(b)

²⁸⁹ Tex. Local Gov't Code, §351.132(g)

²⁹⁰ Tex. Local Gov't Code, §351.132(g)

²⁹¹ Tex. Local Gov't Code, §351.132(g)

²⁹² Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §320.023(a)

²⁹³ Tex. Local Gov't Code, §320.024

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.²⁹⁴

Bond Requirements: Before entering upon the duties of office, and within 15 days after the date of appointment, a county park commissioner must file a good and sufficient bond with the county clerk.²⁹⁵ The bond must be payable to the county judge, approved by the commissioners court, in an amount prescribed by the commissioners court of \$5,000 or more, and conditioned that the person will faithfully perform the duties of park commissioner, including the proper handling of all money that comes into the hands of the person in the person's capacity as park commissioner.²⁹⁶ The board shall pay the cost of the bond.²⁹⁷

Board of Park Commissioners – Island Parks

Oath Requirement: Before entering upon the duties of office, and within 15 days after the date of appointment, a park commissioner is required to take the official oath.²⁹⁸ A certificate of appointment executed by the county judge and attested by the county clerk shall be filed in the office of the county clerk.²⁹⁹

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.³⁰⁰

Bond Requirements: Before entering upon the duties of office, and within 15 days after the date of appointment, a county park commissioner must file a good and sufficient bond with the county clerk.³⁰¹ The bond must be payable to the county judge, approved by the commissioners court, in an amount prescribed by the commissioners court of \$5,000 or more, and conditioned that the person will faithfully perform the duties of park commissioner, including the proper handling of all money that comes into the hands of the person in the person's capacity as park commissioner.³⁰² The board shall pay the cost of the bond.³⁰³

²⁹⁴ Tex. Constitution, Art. XVI, §1(c)

²⁹⁵ Tex. Local Gov't Code, §320.023(a)

²⁹⁶ Tex. Local Gov't Code, §320.023(b); Tex. Local Gov't Code, §88.001

²⁹⁷ Tex. Local Gov't Code, §320.023(c)

²⁹⁸ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §321.023(a)

²⁹⁹ Tex. Local Gov't Code, §321.024

³⁰⁰ Tex. Constitution, Art. XVI, §1(c)

³⁰¹ Tex. Local Gov't Code, §321.023(a)

³⁰² Tex. Local Gov't Code, §321.023(b); Tex. Local Gov't Code, §88.001

³⁰³ Tex. Local Gov't Code, §321.023(c)

Joint Board of Park Commissioners

Oath Requirement: Before entering upon the duties of office, and within 15 days after the appointment by the Governor, a park commissioner is required to take the official oath.³⁰⁴

Statement of Officer: Must be filed in the official records of the office before the oath can be taken.³⁰⁵

Bond Requirements: Before entering upon the duties of office, and within 15 days after the date of appointment by the governor, a park commissioner must file a good and sufficient bond with the county clerk of the county the commissioner represents.³⁰⁶ The bond must be payable to the county judge of the county that the commissioner represents, approved by the commissioners court of that county, in an amount prescribed by that commissioners court of \$5,000 or more, and conditioned that the person will faithfully perform the duties of park commissioner, including the proper handling of all money that comes into the hands of the person in the person's capacity as park commissioner.³⁰⁷ If the official bond of a county officer is required by law to be approved by the commissioners court, then the bond, except as required by other law, must be made payable to the county judge and kept and recorded by the county clerk.³⁰⁸ The board shall pay the cost of the bond.³⁰⁹

³⁰⁴ Tex. Constitution, Art. XVI, §1(a); Tex. Local Gov't Code, §322.023(a)

³⁰⁵ Tex. Constitution, Art. XVI, §1(c)

³⁰⁶ Tex. Local Gov't Code, §322.023(a)

³⁰⁷ Tex. Local Gov't Code, §322.023(b)

³⁰⁸ Tex. Local Gov't Code, §88.001

³⁰⁹ Tex. Local Gov't Code, §322.023(c)

EXAMPLE FORMS

Oath of Office

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____, 20__.

Notary Public

Statement of Elected Officer

The Statement of Officer (Form 2201) and instructions for execution and delivery of the statement are included on the next two pages. Please visit the Texas Secretary of State's website at the following address: <https://www.sos.state.tx.us/statdoc/forms/2201.pdf> for the most up to date version and instructions.

Example of Commissioners Court Order Accepting Bond

ORDER APPROVING BOND

THE STATE OF TEXAS
COUNTY OF _____

The foregoing bond of _____, in and for the County of _____ and State of Texas, this day approved in open Commissioners Court. Dated this the _____ day of _____ 20__.

(Signature)

(Printed Name)

Attest: _____ County Judge

(Signature)

(Printed Name)

_____ County Clerk

CERTIFICATE

THE STATE OF TEXAS
COUNTY OF _____

I, _____ Clerk of the Court in and for said County and State of Texas, do hereby certify that the foregoing bond of _____ dated the _____ day of _____, 20__ was filed for record in my office on the _____ day of _____, 20__.

WITNESS my hand and the seal of said Court at my office in _____, Texas, the day and year last above written.

(Signature)

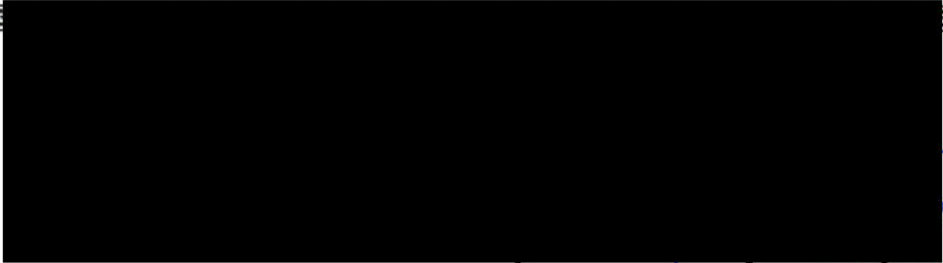
(Printed Name)

_____ County Clerk

Official Bond Examples

Official bond examples appear on the following pages.

Texas



P M

DEC 14 2018

OFFICIAL BOND AND OATH

THE STATE OF TEXAS }
County of _____ } ss

BY _____

KNOW ALL PERSONS BY THESE PRESENTS:

BOND No. _____

That we, _____, as Principal, and _____ a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound unto ¹ Governor of Texas _____, his successors in office, in the sum of ² One Hundred Thousand and 00/100 _____ DOLLARS (\$100,000.00), for the payment of which we hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

Dated this 12th day of December, 2018.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden Principal was on the 6th day of November, 2018, duly elected (Elected—Appointed) to the office of _____ in and for _____ County, State of Texas, for a term of Four (4) year^s commencing on the 1st day of January, 2019.

NOW THEREFORE, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid officer, and shall ⁴ faithfully perform the duties of office.

then this obligation to be void, otherwise to remain in full force and effect.

_____ ER, that regardless of the number of years this bond may remain in force and the number of _____ de against this bond, the liability of the Surety shall not be cumulative and the aggregate _____ any and all claims, suits, or actions under this bond shall not exceed the amount stated above. _____ amount shall not be cumulative.

_____ ER, that this bond may be cancelled by the Surety by sending written notice to the party to _____ stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate, as to subsequent acts of the Principal.

Principal
By _____
Vice President

FILED
AT 4:36 O'CLOCK P M
DEC 14 2018
BY [REDACTED]

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF TEXAS

County of _____ } ss

Before me, _____ on this day, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office at _____, Texas, this _____ day of _____.

SEAL

_____ County, Texas

OATH OF OFFICE
(COUNTY COMMISSIONERS and COUNTY JUDGE)

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____, of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected; and I furthermore solemnly swear (or affirm) that I will not be, directly or indirectly, interested in any contract with or claim against the County, except such contracts or claims as are expressly authorized by law and except such warrants as may issue to me as fees of office. So help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____.

SEAL

_____ County, Texas

OATH OF OFFICE
(General)

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____, of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected. So help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____.

SEAL

_____ County, Texas

FILED
AT 4:36 O'CLOCK P M
DEC 14 2018
BY [Redacted] as

THE STATE OF TEXAS }
County of _____ } ss

The foregoing bond of _____ in and for _____ County and State of Texas, this day approved in open Commissioner's Court.

ATTEST: _____ Date _____, _____
_____ Clerk _____ County Judge,
County Court _____ County _____ County, Texas

THE STATE OF TEXAS }
County of _____ } ss

I, _____, County Clerk, in and for said County, do hereby certify that the foregoing Bond dated the _____ day of _____, _____, with its certificates of authentication, was filed for record in my office the _____ day of _____, _____, at _____ o'clock ___ M., and duly recorded the _____ day of _____, _____, at _____ o'clock ___ M., in the Records of Official Bonds of said County in Volume _____, on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____, Texas, the day and year last above written.

Clerk
By _____ Deputy _____ County Court _____ County

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA }
County of Minnehaha } ss

Before me, a Notary Public, in and for said County and State on this _____ 12th day of _____ December _____, 2018, personally appeared _____ to me known to be the identical person who subscribed the name of _____ Surety, to the foregoing instrument as the aforesaid officer and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

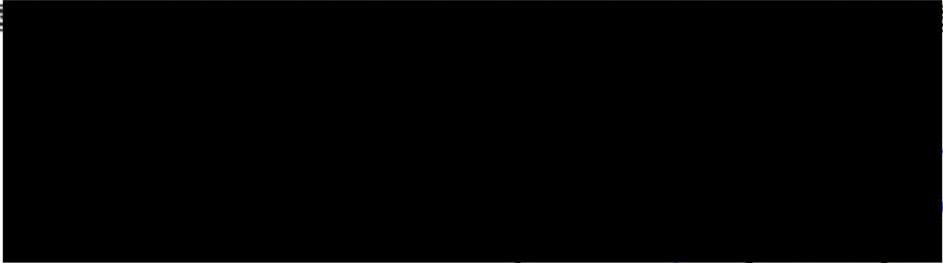
[Redacted Signature]

[Redacted Signature]

Notary Public

My Commission Expires March 2, 2020

Texas



P M

DEC 14 2018

OFFICIAL BOND AND OATH

THE STATE OF TEXAS }
County of _____ } ss

BY _____

KNOW ALL PERSONS BY THESE PRESENTS:

BOND No. _____

That we, _____, as Principal, and _____ a corporation duly licensed to do business in the State of Texas, as Surety, are held and bound unto ¹ Governor of Texas _____, his successors in office, in the sum of ² One Hundred Thousand and 00/100 _____ DOLLARS (\$100,000.00), for the payment of which we hereby bind ourselves and our heirs, executors and administrators, jointly and severally, by these presents.

Dated this 12th day of December, 2018.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden Principal was on the 6th day of November, 2018, duly elected (Elected—Appointed) to the office of _____ in and for _____ County, State of Texas, for a term of Four (4) year^s commencing on the 1st day of January, 2019.

NOW THEREFORE, if the said Principal shall well and faithfully perform and discharge all the duties required of him by law as the aforesaid officer, and shall ⁴ faithfully perform the duties of office.

then this obligation to be void, otherwise to remain in full force and effect.

_____ ER, that regardless of the number of years this bond may remain in force and the number of _____ de against this bond, the liability of the Surety shall not be cumulative and the aggregate _____ any and all claims, suits, or actions under this bond shall not exceed the amount stated above. _____ amount shall not be cumulative.

_____ ER, that this bond may be cancelled by the Surety by sending written notice to the party to _____ stating that, not less than thirty (30) days thereafter, the Surety's liability hereunder shall terminate, as to subsequent acts of the Principal.

Principal
By _____
Vice President

FILED
AT 4:36 O'CLOCK P M
DEC 14 2018
BY [REDACTED]

ACKNOWLEDGMENT OF PRINCIPAL

THE STATE OF TEXAS

County of _____ } ss

Before me, _____ on this day, personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

Given under my hand and seal of office at _____, Texas, this _____ day of _____.

SEAL _____ County, Texas

OATH OF OFFICE
(COUNTY COMMISSIONERS and COUNTY JUDGE)

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____, of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected; and I furthermore solemnly swear (or affirm) that I will not be, directly or indirectly, interested in any contract with or claim against the County, except such contracts or claims as are expressly authorized by law and except such warrants as may issue to me as fees of office. So help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____.

SEAL _____ County, Texas

OATH OF OFFICE
(General)

I, _____, do solemnly swear (or affirm) that I will faithfully execute the duties of the office of _____, of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State; and I furthermore solemnly swear (or affirm) that I have not directly nor indirectly paid, offered, or promised to pay, contributed, nor promised to contribute any money, or valuable thing, or promised any public office or employment, as a reward for the giving or withholding a vote at the election at which I was elected. So help me God.

Signed _____

Sworn to and subscribed before me at _____, Texas, this _____ day of _____.

SEAL _____ County, Texas

FILED
AT 4:36 O'CLOCK P M
DEC 14 2018
BY [Redacted] as

THE STATE OF TEXAS } ss
County of _____

The foregoing bond of _____ in and for _____ County and State of Texas, this day approved in open Commissioner's Court.

ATTEST: _____ Date _____, _____
_____ Clerk _____ County Judge,
County Court _____ County _____ County, Texas

THE STATE OF TEXAS } ss
County of _____

I, _____, County Clerk, in and for said County, do hereby certify that the foregoing Bond dated the _____ day of _____, _____, with its certificates of authentication, was filed for record in my office the _____ day of _____, _____, at _____ o'clock ___ M., and duly recorded the _____ day of _____, _____, at _____ o'clock ___ M., in the Records of Official Bonds of said County in Volume _____, on page _____.

WITNESS my hand and the seal of the County Court of said County, at office in _____, Texas, the day and year last above written.

Clerk
By _____ Deputy County Court _____ County

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

STATE OF SOUTH DAKOTA } ss
County of Minnehaha

Before me, a Notary Public, in and for said County and State on this _____ 12th day of _____ December _____, 2018, personally appeared _____ to me known to be the identical person who subscribed the name of _____ Surety, to the foregoing instrument as the aforesaid officer and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of such corporation for the uses and purposes therein set forth.

[Redacted Signature]

[Redacted Signature]

Notary Public

My Commission Expires March 2, 2020

OFFICIAL BOND REQUIREMENTS

OFFICIAL	2. AMOUNT	1. TO WHOM PAYABLE	APPROVED BY	Sec. of Statutes	4. CONDITIONS
District Attorney	\$5,000.	Governor	District Judge	Gov't Code 43.002	'in the manner prescribed by law, faithfully pay over all money that he collects or that comes into his hands for the state or a county.'
County Attorney	\$2,500.	Governor	Commissioners Court	Gov't Code 45.001	'faithfully pay over in the manner prescribed by law all money that he collects or receives for any county or the state.'
County Judge	\$1,000.- 10,000.	County Treasurer	Commissioners Court	Gov't Code 26.001	'pay all money that comes into his hands as county judge to the person or officer entitled to it; pay to the county all money illegally paid to him out of county funds; and not vote or consent to pay out county funds for other than lawful purposes.'
County Clerk	At least 20% of the maximum amount of fees collected in any year during the term of office preceding the term for which the bond is given — \$5,000 minimum, \$500,000 maximum	County	Commissioners Court	Local Gov't Code 82.001	'faithfully perform the duties of office.'
Deputy County Clerk	At least 20% of the maximum amount of fees collected in any year during the term of office preceding the term for which the bond is given — \$5,000 minimum, \$500,000 maximum	County for the use and benefit of the County Clerk	Commissioners Court	Local Gov't Code 82.002	'faithfully perform the duties of office.'
County Auditor	\$5,000 minimum	District Judge(s)	District Judge(s)	Local Gov't Code 84.007	'faithfully perform the duties of county auditor.'
County Treasurer	Established by the commissioners court not to exceed one-half of one percent of the largest amount budgeted for general county maintenance and operations for any fiscal year of the county beginning during the term of office preceding the term for which the bond is to be given — \$5,000 minimum, \$500,000 maximum	County Judge	Commissioners Court	Local Gov't Code 83.002	'faithfully execute the duties of office.'
District Clerk	Not less than 20% of the maximum amount of fees collected in any year during the term of office immediately preceding the term for which the bond is given — \$5,000 minimum, \$100,000 maximum	Governor	Commissioners Court	Gov't Code 51.302	'faithfully perform the duties of the office.'
Deputy District Clerk	Not less than 20% of the maximum amount of fees collected in any year during the term of office immediately preceding the term for which the bond is given — \$5,000 minimum, \$100,000 maximum	Governor for the use and benefit of the District Clerk	Commissioners Court	Gov't Code 51.309	'faithfully perform the duties of the office.'
County School Superintendent	\$1,000.	County governing board unless a county-wide independent school district has been created, in which event the bond is payable to and approved by the County Commissioners Court		Educ. Code 17.49	'faithfully perform his duties.'
County Surveyor	Fixed by the Commissioners Court — \$500 minimum, \$10,000 maximum	Not Specified		Nat. Res. Code 23.013	'faithfully perform the duties of the office.'
Deputy County Surveyor	Not less than \$500 nor more than \$10,000 (Fixed by the County Surveyor)	County Surveyor		Nat. Res. Code 23.014	'faithfully perform the duties of the office.'
Sheriff	Set by the Commissioners Court \$5,000 minimum, \$30,000 maximum	Governor	Commissioners Court	Local Gov't Code 85.001	'faithfully perform the duties of office established by law; account for and pay to the person authorized by law to receive them the fines, forfeitures, and penalties the sheriff collects for the use of the state or a county; execute and return when due the process and precepts lawfully directed to the sheriff, and pay to the person to whom they are due or to the person's attorney the funds collected by virtue of the process or precept; and pay to the county any funds illegally paid, voluntarily or otherwise, to the sheriff from county funds.'
County Assessor-Collector (State Bond)	Equal to 5% of the net state collections from motor vehicle sales and use taxes and motor vehicle registration fees in the county during the year ending August 31 preceding the date the bond is given — \$2,500 minimum, \$100,000 maximum	The Governor and the Governor's successors in office	Commissioners Court and the State Comptroller of Public Accounts	Tax Code 6.28	'faithful performance of the person's duties as assessor-collector.'

OFFICIAL BOND REQUIREMENTS - continue

County Assessor-Collector (County Bond)	Equal to 10% of the total amount of county taxes imposed in the preceeding tax year, \$100,000 maximum	Commissioners Court	Commissioners Court	Tax Code 6.28	*faithful performance of the person's duties as assessor-collector.*
County Commissioner	\$8,000.	County Treasurer	County Judge	Local Gov't Code 81.002	*faithfully perform the commissioner's official duties and reimburse the county for all county funds illegally paid to him and will not vote or consent to make a payment of county funds except for a lawful purpose.*
Justice of the Peace	\$5,000 maximum	County Judge	Not Specified	Gov't Code 27.001	*faithfully and impartially discharge the duties required by law and promptly pay to the entitled party all money that comes into his hands during the term of office.*
Constable	Set by the Commissioners Court \$500 minimum — \$1,500 maximum	The Governor and the Governor's successors in office	Commissioners Court	Local Gov't Code 86.002	*faithfully perform the duties imposed by law.*
County Public Weigher and Deputies	\$2,500	County Judge	Department of Agriculture	Agric. Code 13.256	*accurately weigh or measure commodities reflected on certificates issued by him, protect the commodities that he is registered to weigh or measure, and comply with all laws and rules governing public weighers.*
State Public Weigher	\$10,000	State of Texas	Department of Agriculture	Agric. Code 13.256	*accurately weigh or measure commodities reflected on certificates issued by him, protect the commodities that he is registered to weigh or measure, and comply with all laws and rules governing public weighers.*

3. If precinct insert the number.
4. Conditions.

[Redacted]

Bond No.: [Redacted]

OFFICIAL BOND AND OATH

The State of Texas
County of [Redacted]

2

KNOW ALL MEN BY THESE PRESENTS:

That I, [Redacted],
as Principal, and [Redacted], a corporation duly licensed to do business in the State
of Texas, as Surety, are held and bound unto County of [Redacted]

his successors in office in the sum of Five Hundred Thousand and 00/100
DOLLARS (\$ \$500,000.00), for the payment of which we hereby bond ourselves and our heirs, executors
and administrators, jointly and severally, by these presents.

Dated this 4th day of October, 2006.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, that whereas, the above bounden Principal
was on _____, duly elected appointed to the office of
[Redacted] for a term of 4 years beginning
01/01/2007 and ending 12/31/2010.

NOW THEREFORE, if the said Principal shall well and faithfully perform and discharge all the duties required
of him by law as the aforesaid officer, and shall
faithfully perform the duties of office.

then this obligation to be void, otherwise to remain in full force and effect.

[Redacted]

Principal [Redacted]
By [Redacted]
By: [Redacted], Attorney-in-Fact

✓ Keep

Bond No. [REDACTED]

OFFICIAL BOND AND OATH

KNOW ALL PERSONS BY THESE PRESENTS:

That we, [REDACTED] of _____
Principal

[REDACTED]
Street Address *City* *State* *zip*

as Principal, and [REDACTED] as surety, are held and firmly bound unto GOVERNOR OF THE STATE OF TEXAS

in the penal sum of ONE HUNDRED THOUSAND AND NO/100 Dollars

(\$ 100,000.00), for the payment of which, well and truly to be made, we do hereby severally bind ourselves, our heirs, executors, administrators, successors, and assigns, firmly by these presents.

Sealed with our Seals, and dated this 14TH day of NOVEMBER, 2018.

THE CONDITION OF THIS OBLIGATION ARE SUCH, that, Whereas, the said Principal has been elected or appointed to the office of [REDACTED]

_____ for a term of FOUR YEARS

_____ beginning on JANUARY 1, 2019 and

ending on DECEMBER 31, 2022.

NOW, THEREFORE, if the said Principal shall well, truly and faithfully perform all official duties required by law of such official during the term aforesaid, the principal and the Surety hereby agreeing that if said bond is required by any statute, all the provisions of such statute are hereby made a part of this bond, then this obligation shall be void, otherwise to remain in full force and effect.

[REDACTED]

Principal

[REDACTED]

By: [REDACTED]

Attorney-in-fact

The within bond and the Surety thereon are hereby approved this _____ day of _____, _____.

OATH OF OFFICE

STATE OF Texas

COUNTY OF [REDACTED]

SS

[REDACTED] being
Principal (print name)

duly sworn, says that he/she will support the constitution of the United States and of the State of

and that he/she will faithfully, honestly and impartially perform and discharge the duties of the office/position to which he/she has been appointed while he/she shall hold said office.

[REDACTED]
Sworn to by said [REDACTED]
Principal (print name)



before me, and subscribed in my presence this
26th day of November A.D. 2018
[REDACTED]
Notary Public

01-16-2020
Commission Date

Power of Attorney

[Redacted]

KNOW ALL PERSONS BY THESE PRESENTS: That [Redacted], with its principal office in Bloomington, Illinois, does hereby constitute and appoint: [Redacted] its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in the nature of a bond as follows:
Any such obligation in any amount

This appointment is made under and by the authority of a resolution which was passed by the Executive Committee of the Board of Directors of [Redacted] as is duly authorized by the [Redacted] which resolution is:

Resolved, that the Officer of the Company who works regularly with surety bonds is hereby authorized to appoint and empower any representative of the Company or other person or persons as Attorney-in-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in the nature of a bond, which the Company might execute through its officers, and affix the seal of the Company thereto. Any said execution of such documents by an Attorney-in-Fact shall be as binding upon the Company as if they had been duly executed and acknowledged by the regularly elected or appointed officers of the Company. Any Attorney-in-Fact, so appointed, may be removed for good cause and the authority so granted may be revoked as specified in the Power of Attorney.

Resolved, that the signature of any Officer of the Company noted above and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the any Officer of the Company noted above, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company.

IN WITNESS THEREOF, [Redacted] has caused this instrument to be signed by its Assistant Secretary Treasurer, and its Corporate Seal to be affixed this [Redacted]

This APPOINTMENT SHALL CEASE AND TERMINATE AUTOMATICALLY AS OF [Redacted], UNLESS SOONER REVOKED AS PROVIDED.

[Redacted Signature]

By: [Redacted Signature] - Assistant Secretary Treasurer

STATE OF ILLINOIS
COUNTY OF McLEAN

On this [Redacted], before me personally came [Redacted] to me known, who being duly sworn, did depose and say that he is Assistant Secretary Treasurer of [Redacted], the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such Corporate Seal; and that he executed said instrument on behalf of the corporation by authority of his office under the By-Laws of said corporation.

[Redacted Signature]

[Redacted Signature]
Notary Public
My commission expires [Redacted]

CERTIFICATE

I, the undersigned Assistant Secretary Treasurer of [Redacted] do hereby certify that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and sealed at Bloomington, Illinois. Dated this [Redacted]

[Redacted Signature]

[Redacted Signature] - Assistant Treasurer