

## INSTRUCTIONS FOR GOP DATA CENTER ACCESS REQUEST

GOP Data Center access for candidates/campaign staff is a two step process. Each user will need to complete the candidate/campaign user agreement (paper form) and the online GOP Data Request form

- 1. Please write legibly when completing the candidate/campaign user agreement.
- 2. You must provide an email address in order to be granted access.
- 3. Your Legal Name; the same name listed on your voter registration card.
- 4. To expedite processing of your request, ensure that your information is readable, complete, and correct.
- 5. Please submit completed campaign agreement to the Republican Party of Texas (RPT) by email at <a href="mailto:mcavanaugh@texasgop.org">mcavanaugh@texasgop.org</a>
- 6. Go to <u>www.texasgop.org/data-tools/</u> and complete the information
- 7. Once those two actions have been taken, access will be granted. You will receive an automatically generated email from GOP Data Center containing your access information.
- 8. Check your spam and junk folders because often the email with your access information is sent there.

## Special Instructions for Candidates and Campaign Staff

- 1. All candidates and campaign staff must complete and submit the campaign agreement and the individual user agreement.
- 2. For candidates and campaign staff, specify on the individual user agreement:
  - a. The candidate's name
  - b. Office sought
  - c. Any distinguishing numbers, such as District, Place, etc.
- 3. If the district for the office sought isn't specified, and it covers a multi-county area, you will only be granted access to your home county.
- 4. Candidates and campaign staff are not required to have their individual user agreement approved by an SREC member or County Chair.

Not a Primary Election Document

Paid for by the Republican Party of Texas | Not authorized by any candidate or candidate committee

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