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JOE STRAUS
Speaker of the House
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MEMORANDUM

TO: Members of the 85th Legislature

FROM: Jeff Archer
Executive Director

DATE: February 3, 2017

SUBJECT: Deadline for Bill Drafting Requests: 6 p.m. on Friday, February 17

Under both the senate and house rules, the filing deadline for general bills and joint resolutions is Friday, March 10 (the 60th day of the session). As you submit drafting requests subject to this deadline, please note that we cannot guarantee delivery by March 10 of any request that we receive after **6 p.m. on Friday, February 17**.

Here are some items you may wish to consider over the next few weeks:

- To help us efficiently produce the best draft possible, please provide as much information as you can with bill drafting requests submitted during this period. In the period before the filing deadline, drafting attorneys will be working primarily from the information your office provides with the request.
- Local bills and most resolutions are not subject to the 60-day filing deadline and, as a result, the council's staff will give priority to preparing general bills and joint resolutions between February 17 and March 10.
- If you wish to file a complete draft of legislation that was prepared outside the council, you may request that we prepare it for filing, without change or an attorney's review, in the standard format for introduction. This is known as a "type-only" request.
- When making a type-only request, you may also request that the legal division, after the bill filing deadline, prepare a committee substitute following a full review and determination of any necessary changes.

Members of the 85th Legislature

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The council staff is working hard to serve you during this challenging period. We appreciate your patience and cooperation as the filing deadline approaches.

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