

# 2025 Texas Monthly Notice Calendar

Texas monthly notices are due by the 15th of each month.

Monthly notices must be sent for each month work was performed, but not paid. To secure lien rights, subcontractors who contract directly with the GC must send a 2nd-month notice on residential projects, and a 3rd-month notice on non-residential projects for every month work is performed and unpaid. Anyone who does not contract with the GC must send a 2nd-month notice on residential projects and a 3rd-month notice for non-residential projects.

Notices can be canceled at any point up until 10 a.m. CT on Notice Day. If your preferences are set to “Require Approval,” you must approve notices to send by 3 p.m. CT on Approval Day, which is 3 business days before Notice Day. If your preferences are set to “Approval Not Required” you do not need to approve notices. Lastly, in order to receive research, all TX monthly notices must be approved from the queue or manually ordered more than 5 business days prior to Notice Day.

This calendar takes into account when the due date falls on a non-business day, such as holidays and weekends. In these cases, notices are sent on the preceding business day.

Month	Approval Day*	Notice Day	Deadline for Research
January	1/10/2025	1/15/2025	1/7/2025
February	2/11/2025	2/14/2025	2/6/2025
March	3/11/2025	3/14/2025	3/6/2025
April	4/10/2025	4/15/2025	4/7/2025
May	5/12/2025	5/15/2025	5/7/2025
June	6/10/2025	6/13/2025	6/5/2025
July	7/10/2025	7/15/2025	7/7/2025
August	8/12/2025	8/15/2025	8/7/2025
September	9/10/2025	9/15/2025	9/5/2025
October	10/9/2025	10/15/2025	10/7/2025
November	11/10/2025	11/14/2025	11/6/2025
December	12/10/2025	12/15/2025	12/5/2025

\*Approval Date: 3 business days before notice day.