FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Colleen F. Mehan, Treasurer
Monsanto Company Citizenship Fund
800 N Lindebergh Blvd.
St. Louis, MO 63167

DEC 18 1998

Identification Number: C00042069

Reference: September Monthly (8/1/98-8/31/98), October Monthly (9/1/98-9/30/98) and 12 Day Pre-General (10/1/98-10/14/98) Reports

Dear Ms. Mehan:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-Your report includes computer produced formats of Schedule A. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

Matthew J. Petusky
Reports Analyst
Reports Analysis Division

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