



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

July 5, 2012

DAN JEFFREY BROWN, TREASURER  
MARILYN SINGLETON FOR CONGRESS  
P.O. BOX 2767  
OAKLAND, CA 94602-0067

**Response Due Date**  
**08/09/2012**

IDENTIFICATION NUMBER: C00507418

REFERENCE: APRIL QUARTERLY REPORT (01/01/2012 - 03/31/2012)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 2 item(s):

1. Schedules A and B of your report disclose information which deflates your total receipts and disbursements. Please be advised that memo entries are used only to provide supplemental information on a reporting schedule. The dollar value of a memo entry is not included in the total amount for each schedule. Please amend your report to correct this discrepancy. (11 CFR § 104.3(a)(3) and 11 CFR § 104.3(b)(2))
2. Political committees that have an initial cash balance on their first report must disclose the source of these funds. Please provide either a Schedule A to itemize contributions received, which in the aggregate are in excess of \$200, or amend your report to include an explanatory statement to support the amount reported. If these funds were contributed during an exploratory stage of your committee, please amend your report (and extend the coverage dates) to disclose the committee's financial activity from its inception. (11 CFR § 104.12)

**Please note, you will not receive an additional notice from the Commission on this matter.** Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will**

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**not be considered.**

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended.

If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1161.

Sincerely,

A handwritten signature in black ink, appearing to read "C Whyrick".

Christopher Whyrick  
Senior Campaign Finance Analyst  
Reports Analysis Division

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