RQ-5

FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

Patricia Ford, Treasurer
Service Employees International Union
Political Campaign Committee
1313 L Street NW
Washington, DC 20005

JUN 8 2001

Identification Number: C00004036

Reference: Amended October Monthly Report (9/1/00-9/30/00), dated 4/12/2001
and Amended October Monthly Report (9/1/00-9/30/00), dated 4/23/01

Dear Ms. Ford:

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 amended report dated 4/12/2001 informed the Commission of your corrective action regarding an excessive contribution to the Solis for Congress committee (including a copy of your letter to the committee). It states that you "...have written the Solis for Congress Campaign asking that they return the $1,000 by which [our] contributions to her general election campaign exceeded the permissible limit." You continue by stating that an amended 2000 October Monthly Report will be filed to correct this error. This amended report, dated 4/23/2001, disclosed a memo entry on Schedule B which appears to be an attempted correction of this excessive contribution. Specifically, it disclosed a "redesignation" of the 12/29/1999 contribution, changing the amount of the contribution from $5,000 to $4,000. Please be advised that this is not the proper way to disclose a redesignation.

For future reporting, be aware that a *redesignation* should be reported as a memo entry on Schedule B supporting Line 23 of the report covering the period during which the redesignation is made. In addition, however, any *refund* received by your committee should be disclosed on a Schedule A supporting Line 16 of the report covering the period in which it is received.

Furthermore, in the best interest of your committee, all refunds and redesignations should be made within sixty days of the treasurer's receipt of the contribution.

Please amend your report to properly disclose this activity.

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 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Dominick Ciaraldi
Reports Analyst
Reports Analysis Division