



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

MAR 4 1998

Michael A. Pregler, Treasurer
Phillips Petroleum Company Political
Action Committee
c/o Phillips Petroleum Company
Bartlesville, OK 74004

Identification Number: C00112896

Reference: Year End Report (7/1/97-12/31/97)

Dear Mr. Pregler:

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 discloses "one-time cash contributions" from several contributors totalling \$1,950. Please be advised that contributions exceeding \$100 must be made by check (or other written instrument). 11 CFR 110.4(c) Please return the amount over \$100 to each contributor and disclose the refunds on the appropriate report(s).

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. 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,

Debbie Manzano

Debbie Manzano
Senior Reports Analyst
Reports Analysis Division

