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Please note the following clarifications to Lonegan for Congress best efforts policy on contributor information. A changes was made to number 5, explaining that requests for infomration occur within 30 days of receiving contributions, and to explain the reason for the request. Additionally, number 8 was added to the explanation. Hopefully this explanation is clear for the public record:

The Lonegan for Congress Committee takes several steps to use its best efforts to secure ALL contributor information, regardless of contribution amount, as outlined below.

1. All Contributor-related printed material and the campaign website always have proper contribution information and instructions as to what information is required from each contributor. Each new contributor response form is approved by the Treasurer before being used or printed.
2. Our instructions clearly state that Name, address, employer and occupation are required for all contributions received by individuals in excess of \$200.00, and appropriate space is identified for that information on each form, whether printed or online.
3. All campaign staff are instructed to use their own best efforts to gather this information at events run by the campaign to the best of their ability.
4. During the data entry process, all avenues are used to secure any missing information, including telephone calls, emails and the internet. This is ongoing, as contributions are received.
5. Well within 30 days of receiving contributions, the Committee will send letters that can be mailed or scanned and emailed back, or with a number to be called with the missing information. Once received, this information is input into our filing software. Each written letter includes a pre-addressed envelope for ease of returning. The letter requires nothing more than name and employer/occupation. There is no solicitation in these letters. Additionally, these letters explain the reason for the request, explaining that it is a requirement of federal law.
6. If full contributor information is not received by the filing date, our software notes in boldly by placing the word requested in the missing employer and/or occupation fields to note publicly that we are researching the info with our best efforts.
7. Our Committee s policy is to follow-up on all written requests a second time if we do not hear back within a reasonable timeframe of our request for additional information from the contributor.
8. If we do receive contributor information after the filing of a report, we will file, with our next report, an amended memo Schedule A listing these contributions now including the additional information received OR we will file amendments to the original report.

The Treasurer makes sure that each staff member is knowledgeable regarding the requirement to collect employer/occupation information on each donor who contributes in excess of \$200 in the aggregate per election cycle and all staff is instructed to do their best to collect information from each donor regardless of contribution amount in event there are prior contributions.