



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Gary L. Vest, Treasurer
Caterpillar Employees Political Action
Committee
100 N. E. Adams Street
Peoria, IL 61629

MAR 17 2003

Identification Number: C00148031

Reference: 12 Day Pre-General Report (10/1/02-10/16/02)

Dear Mr. Vest:

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:

-The Commission notes the redesignation and/or reattribution of a contribution. Please amend your report to disclose the proper format for redesignations and/or reattributions. The first entry must disclose, as a memo entry, the information for the contribution as it was originally reported; the second entry must disclose, as a memo entry, the information as it has been redesignated or reattributed, including the date the redesignation or reattribution documentation was made/received by the committee (11 CFR §104.8(d)(2), (3), and (4)). The Committee should also provide the Commission with a copy of the signed documentation. See the attached sample of properly reported redesignations.

Any amendment or clarification should be filed with the Federal Election Commission. 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 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,

Jim Krebs

Campaign Finance Analyst
Reports Analysis Division

REDESIGNATION ORIGINAL DESIGNATION: YEAR-END REPORT

SCHEDULE B (FEC Form 3X) ITEMIZED DISBURSEMENTS		Use separate schedule(s) for each category of the Detailed Summary Table	FOR LINE NUMBER (check only one)	(PAGE 1 OF 1)
Any information needed from your Records and Disbursements may not be used by any person for the purpose of making contributions or for commercial purposes, other than using the name and address of any individual contributor to solicit contributions from such contributors.		NAME OF COMMITTEE (in full) States Involvement PAC 212 Via Sacra Road Fall River (Fall Riv, MA) 01937		
A. Committee to Reelect Mark Arellano Mailing Address 212 Via Sacra Road City Fall River MA 01937 Purpose of Disbursement Contribution Candidate Name Mark Arellano Office Designation Name: <input checked="" type="checkbox"/> House <input type="checkbox"/> Senate <input type="checkbox"/> President District: 21		Date of Disbursement 07/13/01 08/30/01 09/20/01	Amount of Cash Disbursement (in Period) 5000.00	
Disbursement For: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)		Category Type 011		

Resignations of Contributions

Use *memo entries* to show any redesignations of contributions.

If a contribution to a candidate is redesignated after the close of books, show the redesignation on the next report and indicate the report on which the original contribution was itemized.

In this illustration, the committee originally made a \$5,000 contribution to a candidate's campaign, intending it to count toward the primary election. The committee itemized the contribution in its year-end report. The following month, the campaign requested that the SSF redesignate \$4,500 to help retire debts from the previous general election campaign. The committee itemized the redesignation in its April quarterly report.

REDESIGNATION: APRIL REPORT

SCHEDULE B (FEC Form 3X) ITEMIZED DISBURSEMENTS		Use separate schedule(s) for each category of the Detailed Summary Table	FOR LINE NUMBER (check only one)	(PAGE 1 OF 1)
Any information needed from your Records and Disbursements may not be used by any person for the purpose of making contributions or for commercial purposes, other than using the name and address of any individual contributor to solicit contributions from such contributors.		NAME OF COMMITTEE (in full) States Involvement PAC 212 Via Sacra Road Fall River (Fall Riv, MA) 01937		
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Disbursement For: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)		Category Type 011		
B. Committee to Reelect Mark Arellano Mailing Address 212 Via Sacra Road City Fall River MA 01937 Purpose of Disbursement Contribution Candidate Name Mark Arellano Office Designation Name: <input checked="" type="checkbox"/> House <input type="checkbox"/> Senate <input type="checkbox"/> President District: 21		Date of Disbursement 07/13/01 08/30/01 09/20/01	Amount of Cash Disbursement (in Period) 4500.00	
Disbursement For: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)		Category Type MEMO (As disclosed in 2001 year-end) ^a		
Disbursement For: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)		Category Type MEMO (redesignation of above contribution) ^b		

^a When using ECF/ES, this is entered automatically by clicking the memo dialog box.

^b When using ECF/ES on Schedule B, this information is entered using "memo box" See page 43

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