



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

February 26, 2013

GAYLE DRISCO, TREASURER  
ALTRIA GROUP, INC. POLITICAL ACTION  
COMMITTEE (ALTRIAPAC)  
101 CONSTITUTION AVE, NW SUITE 400W  
WASHINGTON, DC 20001

**Response Due Date**  
**04/02/2013**

IDENTIFICATION NUMBER: C00089136

REFERENCE: OCTOBER MONTHLY REPORT (09/01/2012 - 09/30/2012)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report 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 1 item(s):

- Your report discloses a loan from a lending institution; however, you have not submitted a copy of the loan agreement. Any political committee that receives a loan or line of credit from a lending institution must file Schedule C-1 along with a copy of the loan agreement with the first report in which the loan is incurred as well as each time a loan or line of credit is restructured to change the terms of repayment or each time a draw is made on the line of credit.

If the committee is an electronic filer, you must submit the Schedule C-1 electronically without the original signature from the lending institution. In addition, you must mail a copy of the loan agreement and a separate copy of the Schedule C-1 that contains the original signature from the lending institution.

Please amend your report to include the missing loan agreement. (11 CFR §104.3(d)(1) and (2))

**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

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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 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) 694-1172.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alexandra Broomhead', with a stylized, cursive flourish at the end.

Alexandra Broomhead  
Sr. Campaign Finance & Reviewing Analyst  
Reports Analysis Division