

Massachusetts Republican State Congressional Committee
85 Merrimac Street
Suite 400
Boston, MA 02114

Identification Number: C00042622

Reference: Amended July Monthly Report (6/1/08-6/30/08)

Response Due Date: December 29, 2008

This letter is in response to a request made by the FEC on November 26, 2008 for additional information/explanation regarding the Amended July Monthly Report (6/1/08-6/30/08)

The following is a summary from the MRP after reviewing your request and our filings:

1. Concerning the disclosure of identification for all donors contributing \$200 or more in a calendar year. We have outlined our process for establishing "best efforts" below.

With each solicitation made by the MRP we include a form requesting full name, mailing address, employer, occupation and contact information. In addition to the space provided on our reply form for the above information, we include the following statement "In order to comply with campaign finance rules, we need your home address. For contributions of \$200 and above, we must also request your occupation and employer. Thank you for complying by completing the information below."

When a contribution is received by the MRP it is common practice for the check processor to double-check all information that has been provided on the original solicitation, or on the check itself, is reflected in the record.

If there is information missing from the record, it is likely that contacting the individual by phone will allow you to obtain the information necessary at the time of processing. If this is not possible we proceed with the deposit and attempt to capture the required information in a written follow up request letter within 30 days. An electronic record of all written requests is saved on the shared Party drive should there ever be a question of who has been contacted for information and also the date the request was sent. Follow-up letters are sent on a monthly basis, usually 7-8 days prior to the upcoming FEC filing, to ensure the return of the letters prior to the monthly FEC due date. In the follow-up letter we thank the donors for their recent contribution and clearly state our request for any missing information, as well as the requirements of the federal law stating they must do so. The follow-up letters asks they respond to us by faxing or emailing us the requested information. We find this method to be very effective and timely, receiving back information from a majority of the letters sent out. Our written process has been updated to include return envelopes. In addition, the letters are followed up by a telephone call and written notes are taken of the responses given.

As soon as the required information is received by the office it is entered in the individual's contribution record.

After the monthly FEC report is filed, should any additional information be received, it is again directly entered in the individuals' contribution record and updated to the FEC by filing an amendment of the report.

To date, any information received that was missing from the Amended July Monthly Report at the time of the first filing has been corrected and additional information request 'phone calls have been made. An amendment of Amended July Monthly Report will be made by December 29, 2008.

ETEXT ATTACHMENT

2. The descriptions for the expenditures described as 'Administrative Assistance' and 'Fundraising Assistance' have been amended and are reflected in the amended July Monthly Report, submitted by December 29, 2008. These expenditures were compensation for general party-related administrative services and also for accounting services for the party itself (non-FEA).

The information should satisfy the written requests made by campaign finance analyst, Debbie Chacona. Please contact Lyndsay Jones at 617-523-5005 x234 with any further questions.