



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

January 8, 1998

Alan A. Butchman, Treasurer
Garvey, Schubert & Baker
Political Action Committee
1000 Potomac Street NW
Washington, DC 20007

Identification Number: C00177550

Reference: Mid-Year Report (1/1/97-6/30/97)

Dear Mr. Butchman:

This letter is to inform you that as of January 7, 1998, the Commission has not received your response to our request for additional information, dated December 17, 1997. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Andrea Wilkens on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

A handwritten signature in black ink that reads "John D. Gibson".

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

DEC 17 1997

Alan A. Butchman, Treasurer
Garvey, Schubert & Baker
Political Action Committee
1000 Potomac Street NW
Washington, DC 20007

Identification Number: C00177550

Reference: Mid-Year Report (1/1/97-6/30/97)

Dear Mr. Butchman:

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:

-Line 11(a)(i) of the Detailed Summary Page of your report discloses a total of \$13,195.04 in contributions from individuals. The sum of the entries itemized on Schedule A, however, indicates the total to be \$2,145.84. Please amend your report to clarify the discrepancy.

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) 219-3580.

Sincerely,

Andrea Wilkens

Andrea Wilkens
Reports Analyst
Reports Analysis Division

