



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20461

RQ-2

Richard Meza, Treasurer  
Monterey Park Democratic Club  
1948 Lupine Avenue  
Monterey Park, CA 91755

JUN 18 2003

Identification Number: C00383844

Reference: Year End Report (10/1/02-12/31/02)

Dear Mr. Meza:

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:

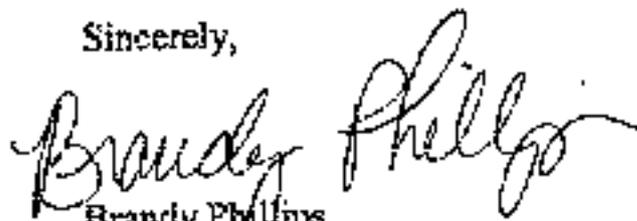
-Political committees which have cash on hand at the time of registration must disclose the source of the funds. The balance is assumed to be composed of those contributions most recently received by the committee prior to registration. Please identify the source of these contributions on a memo Schedule A. 11 CFR §104.12

-Line 21(a)(i) of the Detailed Summary Page discloses federal operating expenditures during the reporting period. Committees must itemize each allocated disbursement made from its federal account or separate allocation account regardless of the amount. Please amend your report(s) by itemizing the expenditures on Schedule H4. 11 CFR §104.10

A response or 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. 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,



Brandy Phillips  
Campaign Finance Analyst  
Reports Analysis Division

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