FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

APR 3 1998

Elizabeth Birch, Treasurer
Human Rights Campaign Fund
Political Action Committee
1101 14th Street NW, Suite 200
Washington, DC 20005

Identification Number: C00235853

Reference: February Monthly Report (1/1/98-1/31/98)

Dear Ms. Birch:

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:

-Your report includes computer produced formats of the Summary and Detailed Summary Pages, and Schedules A and B. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

-Your report contains information on both sides of each page. Be advised that all information should be printed on one side and on separated pages. Please file all future reports and correspondence one sided to avoid potential errors in entering reports onto the public record.

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

Richard Ng
Reports Analyst
Reports Analysis Division