RQ-2

FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

December 22, 2004

Clay Parker Davis, Treasurer
Help America's Leaders Political
Action Committee (HALPAC)
1155 21st Street NW, Suite 300
Washington, DC 20036

Response Due Date:
January 21, 2005

Identification Number: C00376038

Reference: Amended May Monthly Report (4/01/03-4/30/03), received 11/19/04

Dear Mr. Davis:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B of your report to clarify the following description(s): "**fundraising fees/postage/meals/phone/fax.**" For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please clarify all expenditures made for "fundraising fees/**postage/meals/phone/fax.**" on Schedule(s) B. If a portion or all of these expenditures were made on behalf of specifically identified federal candidates, this amount should be disclosed on Schedules B or E supporting Lines 23 or 24 and include the amount, name, address and office sought by each candidate. 11 CFR §§104.3(b) and 106.1

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter! Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee.