



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

September 2, 1999

Kay Ann Chase, Treasurer  
First Congressional District  
Democratic Committee  
12492 Pineridge  
Charlevoix, MI 49720

Identification Number: C00024455

Reference: July Quarterly (4/1/98-6/30/98) and October Quarterly (7/1/98-9/30/98)  
Reports

Dear Ms. Chase:

This letter is to inform you that as of September 1, 1999 the Commission has not received your response to our requests for additional information dated August 11, 1999. These notices request 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 these requests (copies 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) 694-1130.

Sincerely,

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Kay Ann Chase, Treasurer  
First Congressional District Democratic  
Committee  
12492 Pineridge  
Charlevoix, MI 49720

AUG 11 1999

Identification Number: C00024455

Reference: July Quarterly Report (4/1/98-6/30/98)

Dear Ms. Chase:

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 calculations for Lines 6(c), 6(d), and 11(b), Column B appear to be incorrect. FEC calculations disclose these amounts to be \$553.97, \$456.72 and \$400, respectively. Please provide the corrected totals on the Summary and Detailed Summary Pages.

-Your calculations for Line 8 appear to be incorrect. Cash-on-hand at the close of the current reporting period should always equal the closing calendar year-to-date cash-on-hand amount. Please provide the corrected total on the Summary Page.

-Please provide the total(s) for Line 29, Column B of the Detailed Summary Page. Note that changes in your figures may affect your Column B totals on this report and/or on subsequent reports.

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) 694-1130.

Sincerely,

*Andrea Wilkens*

Andrea Wilkens  
Reports Analyst  
Reports Analysis Division

266