



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20543

RQ-3

December 27, 2001

John D. Windhausen, Jr., Treasurer
Association for Local Telecommunications
Services Political Action Committee
888 17th Street, NW, Suite 900
Washington, DC 20006

Identification Number: C00343996

Reference: April Quarterly Report (1/1/00-3/31/00)

Dear Mr. Windhausen:

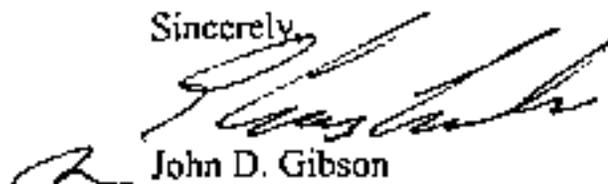
This letter is to inform you that as of December 26, 2001, the Commission has not received your response to our request for additional information, dated October 17, 2001. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

Due to recent events, the United States Postal Service is experiencing delays in the processing and delivery of mail for the Washington D.C. area. Consequently, the Federal Election Commission is not in receipt of all incoming first-class mail. The Commission recommends that you resubmit your response to this notice and consider using alternate delivery services such as overnight delivery or delivery by courier. If feasible, your response can also be hand-delivered. You can verify the Commission's receipt of any documents submitted by your committee on the FEC website at www.FEC.gov.

An adequate response must be received at the Commission by January 16, 2002. 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. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

If you should have any questions regarding this matter, please contact Antoinette Kitchen on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "John D. Gibson", written over a horizontal line.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

John D. Windhausen, Jr., Treasurer
Association for Local Telecommunications
Services Political Action Committee
888 17th Street, NW, Suite 900
Washington, DC 20006

OCT 17 2001

Identification Number: C00343996

Reference: April Quarterly Report (1/1/00-3/31/00)

Dear Mr. Windhausen:

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 6(a) of the Summary Page represents the total cash-on-hand as of January 1, 2000. Your report discloses a total of \$19,197.27 on Line 6(a). However, FEC records disclose this amount to be \$14,337.69. Please amend your report to clarify this discrepancy.

-The beginning cash balance of this report should equal the ending balance of your 1999 Year End Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

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 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Antoinette Kitchen
Senior Reports Analyst
Reports Analysis Division

