



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

John C. Fisher, Treasurer
Ohio Farm Bureau Federation Inc. -
Agriculture for Good Government PAC
Two Nation Wide Plaza, P.O. Box 479
Columbus, OH 43216

DEC 23 1999

Identification Number: C00161265

Reference: Mid-Year Report (1/1/99-6/30/99)

Dear Mr. Fisher:

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:

-Schedule B supporting Line 23 discloses contributions to federal candidates for which no election designation has been provided. Please note that if no designation is included in your report, the contributions will be attributed to the next upcoming election for the recipient candidate. Thus, for future reporting purposes, it is in your committee's interest to designate the appropriate election in order to avoid the appearance of excessive contributions made to federal candidates by your committee.

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,

Angel L. Williamson
Reports Analyst
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, accounts payable, and accounts receivable. It also outlines the proper procedures for recording these transactions, including the use of double-entry bookkeeping and the importance of regular reconciliations.

The second part of the document focuses on the analysis of the recorded data. It explains how to interpret the financial statements to identify trends and potential areas of concern. Key ratios and metrics are discussed, such as the current ratio, debt-to-equity ratio, and gross profit margin. The document also provides guidance on how to compare the company's performance against industry benchmarks and historical data. This analysis is crucial for making informed decisions about the company's future operations and financial strategy.

The final part of the document addresses the reporting requirements for the financial statements. It details the format and content of the balance sheet, income statement, and cash flow statement. It also discusses the importance of providing clear and concise explanations for any significant changes or unusual items. The document concludes by emphasizing the role of the financial statements in providing transparency and accountability to stakeholders, including investors, creditors, and regulatory authorities.