



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-5

Robert William Watters, Treasurer  
Conservative Republican Committee  
7015 Old Keene Mill Road, Ste. 206  
Springfield, VA 22150

SEP 2 1994

Identification Number: C00077354

Reference: August Monthly Report (7/1/94-7/31/94)

Dear Mr. Watters:

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 disclosed a category of financial activity that has been reflected on the wrong line of the Detailed Summary Page. Contributions to federal candidates/committees should be properly disclosed on a separate Schedule B, supporting Line 23 of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

-Your report discloses in-kind contributions made on behalf of federal candidates. The original payments for the goods and services have been itemized as operating expenditures and included in the total for Line 21 of the Detailed Summary Page.

For future reporting, it is recommended that the amount of such activity be subtracted from Line 21 and added to Line 23 of the Detailed Summary Page. This method of reporting would clarify for the public record the total amount of contributions to federal candidates (including in-kind contributions) by reflecting them on Line 23 of the Detailed Summary Page.

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel

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free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



J.P. Andre  
Reports Analyst  
Reports Analysis Division

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