



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Lawrence P. Novak, Treasurer
Massachusetts State Republican
Congressional Committee
21 Milk Street, 4th Floor
Boston, MA 02109

MAY 17 2000

Identification Number: C00042622

Reference: Amended Mid-Year Report (1/01/99-6/30/99), dated 4/14/00

Dear Mr. Novak:

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:

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have failed to include the purpose for several joint expenditures to various vendors. Note that the unique identifying code for an event is not considered an adequate description of purpose. Please amend your report to include this missing information.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule H4 of your report to clarify the following description(s): "Expenses", "Expense Reimbursement", "Expense Report", "Consulting", "Event Expenses", "Consulting Fees". For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Your report(s) was not signed by the treasurer or designated agent listed on your Statement of Organization. Please amend your report(s) by providing the signature of an individual that is authorized to sign the report(s). 2 U.S.C. §434(a)(1) and 11 CFR §104.14(a) and (d) If a new treasurer has been appointed, please file an amended Statement of Organization (FORM 1) or a letter to reflect this change.

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,

A handwritten signature in black ink, appearing to read "D. L. Averett", with a long horizontal flourish extending to the right.

Donald L. Averett
Reports Analyst
Reports Analysis Division

