



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

April 25, 2002

Edward Bertorelli, Treasurer  
Massachusetts Republican State  
Congressional Committee  
27 Water Street, Suite 309  
Wakefield, MA 01680

Identification Number: C00042622

Reference: Mid-Year Report (1/1/01-6/30/01)

Dear Mr. Bertorelli:

This letter is to inform you that as of April 24, 2002, the Commission has not received your response to our request for additional information, dated April 4, 2002. 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).

An adequate response must be received at the Commission by May 15, 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.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter, please contact Colleen Manning 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,

John D. Gibson

Assistant Staff Director  
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Edward Bertorelli, Treasurer  
Massachusetts Republican State  
Congressional Committee  
21 Milk Street, 4<sup>th</sup> Floor  
Boston, MA 02109

MAR 06 2002

**REMAIL**

Identification Number: C00042622

Reference: Mid-Year Report (1/1/01-6/30/01)

APR 04 2002

Dear Mr. Bertorelli:

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:

- The outstanding balances at the close of the period for several debts disclosed on Schedule D appear to be incorrect. Please amend your report to provide the correct balances.
- On Schedule D of your previous report, you disclosed a debt(s) owed to Heller Financial Leasing, Inc. This obligation(s), however, has been omitted from this report. Please amend your report to include this debt(s) on Schedule D and Line 10 of the Summary Page. All debts and obligations must be disclosed until extinguished. 11 CFR §104.11
- Please be advised that the ballot composition ratio for allocation of administrative and generic voter drive expenses should be the same for state party committees in the same state. Schedule H1 of your report discloses the federal portion of administrative and generic voter drive expenses to be 33.33%. The federal portion is calculated by checking all the offices that will appear on the next general election ballot and dividing the points for federal offices by the total points for all offices. Please verify that your Schedule H1 adequately reflects what will appear on the next general election ballot. If necessary, please amend your report to include a corrected H1.

-On Schedule H3 supporting Line 18 of the Detailed Summary Page, the breakdown for administrative/voter drive does not equal the total amount transferred in. Please amend your report to indicate the correct breakdown of the transfer-in. 11 CFR § 104.10

-Your EVENT YEAR-TO-DATE calculations for Administrative/Voter Drive and Key Club Event 01 are incorrect. EVENT YEAR-TO-DATE totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year for the whole Administrative/Voter Drive category. EVENT YEAR-TO-DATE totals for fundraising, direct candidate support, and exempt activities are derived by aggregating all disbursements during the calendar year within a specific event. These should be calculated by adding the latest disbursement for a category or event to the previous EVENT YEAR-TO-DATE total for that category or event. This running EVENT YEAR-TO-DATE total should be disclosed after each disbursement is listed. Please amend your report by providing the correct EVENT YEAR-TO-DATE totals.

-For your information, all contributions received that aggregate \$200 or less per individual for the calendar year should be reported on Line 11(a)(ii). Contributions received aggregating over \$200 per individual for the calendar year should be reported on Line 11(a)(i) and itemized on Schedule A.

-For future reporting, please be advised that only the amounts applied toward the principal amount of a loan should be included in the Cumulative Payment-to-Date box on Schedule C. Those payments should also be reported on Schedule B supporting Line 26 of the Detailed Summary Page. Interest payments should be disclosed on Schedule B supporting Line 21(b), as operating expenditures, in accordance with 11 CFR §104.3.

A response or 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. Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. 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,  
  
Colleen Manning  
Reports Analyst  
Reports Analysis Division

