RQ-2

FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

October 6, 2004

Michael L Retzer, Treasurer
Republican National Committee
310 First Street SE
Washington, DC 20003

Response Due Date:
November 5, 2004

Identification Number: C00003418

Reference: August Monthly Report (7/1/04 -- 7/31/04)

Dear Mr. Retzer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B of your report to clarify the following description(s): "meeting costs," and "reception costs." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please clarify all expenditures made for "video tape recording," "production design," "printing costs," "postage," "photo service," "on site production," "music services," "mail services," "mailing costs," "fax broadcasting," "entertainment," "design cost," "broadcast monitoring," "banner," "graphic services," "design and production," and "calligraphy cost" on Schedule(s) B. If a portion or all of these expenditures were made on behalf of specifically identified federal candidates, this amount should be disclosed on Schedules B, E, or F supporting Lines 23, 24, or 25 and include the amount, name, address and office sought by each candidate. 11 CFR §§104.3(b) and 106.1

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. 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