



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Glenn M. Mathis, Treasurer
Republican Central Committee of
St. Louis County
2232 Kehrsgrrove Ct.
St. Louis, MO 63005

NOV 1 2000

Identification Number: C00275586

Reference: April Quarterly Report (1/01/00-3/31/00)

Dear Mr. Mathis:

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:

-Line 6(a) of the Summary Page appears to be incorrect. FEC records disclose this amount to be \$1,297.79. Please provide the corrected total on the Summary Page.

-The totals listed on Lines 6(c), 7, 11(a)(i), 11(d), 18, 19, 21(a)(i), 21(a)(ii), 21(b), 21(c), and 30, Column B of the Summary or Detailed Page(s) appear to be incorrect. Since this is the first report for the calendar year, your Columns A and B totals for these lines should be the same. Please amend your report and any subsequent reports that may be affected by this correction.

-Your calculations for Line 6(d), Column B appear to be incorrect. FEC calculations disclose this amount(s) to be \$1,297.79. Please provide the corrected total(s) on the Summary Page.

-Schedule D supporting Line 10 of the Summary Page discloses debts owed to your non-federal account totaling \$1116.26. 11 CFR §§106.5 and 106.6 requires that all shared expenses be paid from the federal account and allows the non-federal account to transfer-in its share of the expense no more than 10 days before or 60 days after payment by the federal account.

The outstanding debt owed to your non-federal account must be paid immediately, as it represents a subsidization of federal activity by your non-federal account. Such activity is a violation of 11 CFR §102.5.

Although the Commission may take further legal steps concerning this prohibited activity, your prompt payment of the debt will be taken into consideration.

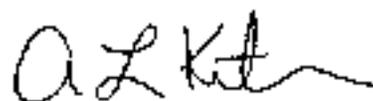
-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have failed to check the appropriate CATEGORY box for the payment(s) made to Southwestern Bell and AT&T. Please amend your report to disclose the appropriate category.

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have failed to include the total EVENT YEAR-TO-DATE amount for all payments. Please amend your report to include the missing EVENT YEAR-TO-DATE total(s).

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have not included the full name and/or mailing address for the vendor(s) listed. Please amend your report accordingly.

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,



Antoinette Kitchen
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, income, and any other financial activity. The document also highlights the need for regular reconciliation of accounts to identify any discrepancies early on.

Next, the document covers the process of budgeting and forecasting. It explains how a well-defined budget can help in controlling costs and maximizing profits. The document provides a step-by-step guide on how to create a budget, starting with identifying all sources of income and then listing all expenses. It also discusses the importance of reviewing the budget regularly and making adjustments as needed.

The third section of the document focuses on the management of cash flow. It explains that cash flow is the lifeblood of any business, and it is essential to maintain a healthy cash flow to ensure the business can meet its obligations. The document provides several strategies for improving cash flow, such as offering discounts for early payment and extending payment terms to suppliers.

Finally, the document discusses the importance of tax management. It explains that understanding the tax implications of various business decisions can help in minimizing tax liability and maximizing profit. The document provides a comprehensive overview of the different types of taxes that businesses are subject to and offers practical advice on how to manage them effectively.