



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Andrew G. Sharkey III, Treasurer
American Iron and Steel Institute Political Action
Committee (STEEL PAC)
1101 17th Street N.W., Suite 1300
Washington, DC 20036

SEP 19 2000

Identification Number: C00295097

Reference: July Quarterly Report (4/1/00-6/30/00)

Dear Mr. Sharkey:

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:

-Schedule B supporting Line 23 of your report discloses a contribution(s) to a candidate(s) for the 2000 Primary election; however, the funds were disbursed after the election date(s) (pertinent portion(s) attached). Please note that contributions may not be designated for an election which has already occurred unless the funds are to be used to reduce a candidate committee's debts incurred during that election campaign.

If the contribution(s) in question was incompletely or incorrectly disclosed, you should amend your original report with clarifying information. If you have made an impermissible contribution, you should notify the recipient and request a refund and/or notify the recipient in writing of your redesignation of the contribution. In the best interest of your committee, all refunds and redesignations should be made within sixty days of the treasurer's receipt of the contribution(s).

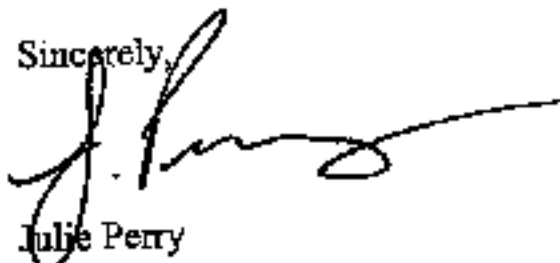
Please inform the Commission of your corrective action immediately in writing and provide a photocopy of the refund or redesignation request sent to the recipient committee(s). In addition, any refunds should be disclosed

on Schedule A supporting Line 16 of the report covering the period during which they are received. Any redesignations should be disclosed as memo entries on Schedule B supporting Line 23 of the report covering the period during which the redesignation is made. 11 CFR §110.1(b)

Although the Commission may take further legal action regarding this impermissible activity, your prompt action in obtaining a refund and/or redesignating the contribution(s) will be taken into consideration.

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 'Julie Perry', with a long, sweeping horizontal line extending to the right.

Julie Perry
Reports Analyst
Reports Analysis Division

SCHEDULE B

ITEMIZED DISBURSEMENTS

Use separate schedule(s) for each category of the Detailed Summary Page

515

FOR LINE NUMBER 23

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

NAME OF COMMITTEE (In Full)
AMERICAN IRON AND STEEL INSTITUTE POLITICAL ACTION COMMITTEE

Full Name, Mailing Address, and ZIP Code	Purpose of Disbursement (House - OH - 04)	Date (month, day, year)	Amount of Each Disbursement This Period
Oxley for Congress PO Box 2009 Findlay OH 45839	Disbursement for: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	06/25/2000	1000.00
Full Name, Mailing Address, and ZIP Code Evan Bayh Committee 322 Massachusetts Avenue Washington DC 20002	Purpose of Disbursement (Senate - IN) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 09/02/2000	Amount of Each Disbursement This Period 1000.00
Full Name, Mailing Address, and ZIP Code Knollenberg for Congress Comm- ittee 27867 Orchard Lake Road Farmington Hills MI 48334	Purpose of Disbursement (House - MI - 11) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 08/02/2000	Amount of Each Disbursement This Period 500.00
Full Name, Mailing Address, and ZIP Code Friends of Houghton 4451 Brookfield Corporate Drive Suite 200 Chantilly VA 20151	Purpose of Disbursement (House - NY - 31) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 06/13/2000	Amount of Each Disbursement This Period 500.00
2 Full Name, Mailing Address, and ZIP Code Levin for Congress 438 New Jersey Avenue, SE Washington DC 20003	Purpose of Disbursement (House - OH - 08) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 08/20/2000	Amount of Each Disbursement This Period 1000.00 <i>OH Primary 3/7/00</i>
Full Name, Mailing Address, and ZIP Code Friends of John Boehner 7908-1 Cincinnati Dayton Road West Chester OH 45069	Purpose of Disbursement (House - OH - 08) Disbursement for: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 06/22/2000	Amount of Each Disbursement This Period 1000.00

SUBTOTALS of Disbursements This Page (Optional)

TOTALS This Period (last page this line number only)

11000.00

SCHEDULE B

ITEMIZED DISBURSEMENTS

Use separate schedule(s) for each category of the Detailed Summary Page

FOR LINE NUMBER
23

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NAME OF COMMITTEE (In Full)
AMERICAN IRON AND STEEL INSTITUTE POLITICAL ACTION COMMITTEE

Full Name, Mailing Address, and ZIP Code	Purpose of Disbursement (House - WV - 1)	Date (month, day, year)	Amount of Each Disbursement This Period
Molohan for Congress P.O. Box 1343 Fabmont WV 26555	Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	04/05/2000	1000.00
Full Name, Mailing Address, and ZIP Code Callahan For Congress Commit- ee PO Box 7641 Mobile AL 36607	Purpose of Disbursement (House - AL - 01) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 04/10/2000	Amount of Each Disbursement This Period 500.00
Full Name, Mailing Address, and ZIP Code Ehrlich for Congress Committee PO Box 932 Hunt Valley MD 21030	Purpose of Disbursement (House - MD - 02) Disbursement for: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 04/12/2000	Amount of Each Disbursement This Period 500.00
Full Name, Mailing Address, and ZIP Code Jerry Weller for Congress PO Box 15283 Washington DC 20003	Purpose of Disbursement (House - IL - 11) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 04/12/2000	Amount of Each Disbursement This Period 500.00
Full Name, Mailing Address, and ZIP Code MURTHA FOR CONGRESS COMMITTEE P.O. Box 1091 JOHNSTOWN PA 15907	Purpose of Disbursement (House - PA - 13) Disbursement for: <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 04/12/2000	Amount of Each Disbursement This Period 1000.00
Full Name, Mailing Address, and ZIP Code BAYOU LEADER POLITICAL ACTION COMMITTEE 624 FORT WILLIAMS PARKWAY ALEXANDRIA VA 22304	Purpose of Disbursement Leadership PAC contribution Disbursement for: <input type="checkbox"/> Primary <input type="checkbox"/> General <input checked="" type="checkbox"/> Other (specify):	Date (month, day, year) 04/13/2000	Amount of Each Disbursement This Period 1000.00
Full Name, Mailing Address, and ZIP Code Friends of Congressman Tim Ho- lton 1201 Pennsylvania Avenue, NW Suite 300 Washington DC 20004	Purpose of Disbursement (House - PA - 10) Disbursement for: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 05/09/2000	Amount of Each Disbursement This Period 500.00
Full Name, Mailing Address, and ZIP Code Friends of Don Sherwood 81 Warren Street Tunkhannock PA 18557	Purpose of Disbursement (House - PA - 10) Disbursement for: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 05/09/2000	Amount of Each Disbursement This Period 500.00
Full Name, Mailing Address, and ZIP Code Tibert 2000 211 South Fifth Street Columbus OH 43215	Purpose of Disbursement (House - OH - 12) Disbursement for: <input type="checkbox"/> Primary <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify):	Date (month, day, year) 05/09/2000	Amount of Each Disbursement This Period 500.00

IL Primary 3/21/00

PA Primary 4/4/00

SUBTOTALS of Disbursements This Page (Optional)

TOTALS This Period (last page this line number only)

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 data. This includes not only sales and purchases but also expenses and income. The document provides a detailed list of items that should be tracked, such as inventory levels, accounts payable, and accounts receivable. It also outlines the procedures for recording these transactions, including the use of double-entry bookkeeping to ensure that the books are balanced.

The second part of the document focuses on the analysis of the financial data. It explains how to calculate key financial ratios and metrics, such as the gross profit margin, operating profit margin, and return on investment. These metrics are used to evaluate the company's performance and identify areas for improvement. The document also discusses the importance of comparing the company's performance to industry benchmarks and providing a clear explanation of any significant variances.

The final part of the document covers the preparation of financial statements. It provides a step-by-step guide to the preparation of the income statement, balance sheet, and cash flow statement. It also discusses the importance of providing a clear and concise explanation of the results and any potential risks or uncertainties. The document concludes with a summary of the key findings and recommendations for the future.