



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

May 11, 2000

Ladonna Dodge, Treasurer  
Congressional Majority Committee (FKA)  
96<sup>th</sup> Club Campaign Committee  
555 13<sup>th</sup> Street #500 West  
Washington, DC 20004

Identification Number: C00117721

Reference: February Monthly Report (1/1/00-2/18/00)

Dear Ms. Dodge:

This letter is to inform you that as of May 10, 2000 the Commission has not received your response to our request for additional information, dated April 19, 2000. 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).

The Commission is in receipt of your 1999 Amended Year End, 2000 Amended February Monthly and 2000 April Quarterly Reports dated April 12, 2000. In your Amended February Monthly Report, you include a Schedule C to reflect the loan to Chabot for Congress. You disclose \$1,000 as the Original Amount of Loan, \$0 as the Cumulative Payment To Date and \$1,000 as the Balance Outstanding at Close of This Period. Schedule A supporting Line 14, however, itemizes a \$1,000 receipt from this committee toward loan repayment. In addition, your 1999 Year End Report disclosed a \$2,000 loan to Chabot for Congress with no cumulative payment and the full balance outstanding. Please note that when you respond to our letter referenced above, you should clarify the status of the loan(s) to Chabot for Congress.

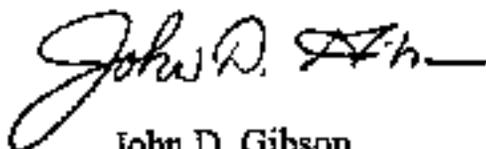
Furthermore, your Amended February Monthly Report appears to include additional occupation and name of employer information for individuals who contributed to your committee during the reporting period. However, you must attempt to obtain the occupation and name of employer for all individuals who contribute more than \$200 in a

calendar year.

An adequate response must be received at the Commission by May 31, 2000. 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.

If you should have any questions regarding this matter, please contact Antoinette Kitchen 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,

A handwritten signature in cursive script that reads "John D. Gibson".

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Ladonna Dodge, Treasurer  
Congressional Majority Committee (FKA)  
96<sup>th</sup> Club Campaign Committee  
555 13<sup>th</sup> Street #500 West  
Washington, DC 20004

APR 19 2000

Identification Number: C00117721

Reference: February Monthly Report (1/1/00-2/18/00)

Dear Ms. Dodge:

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:

-Your previous filing, the 1999 Year End Report, disclosed a \$2,000 loan to Chabot for Congress. This report, however, does not include a Schedule C to disclose the status of the loan. However, there is a \$1,000 receipt from Chabot for Congress on Schedule A supporting Line 15. Please provide a Schedule C to show the status of the loan. In addition, if the receipt disclosed on Schedule A is for repayment of the loan, please note, this amount should be disclosed on Line 14. Loans must be continuously reported until they are repaid. 11CFR §104.3(d)

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the

CONGRESSIONAL MAJORITY COMMITTEE (FKA) 96<sup>TH</sup> CLUB CAMPAIGN  
COMMITTEE

Page 2

information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30 days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2))

The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-Your report discloses activity that falls outside the reporting period. Please amend this report by including only the financial transactions that occurred between 1/1/00 and 1/31/00. Any activity occurring outside this reporting period should be included in the appropriate report(s). 2 U.S.C. §434(b)

-Your report disclosed a category of financial activity that has been

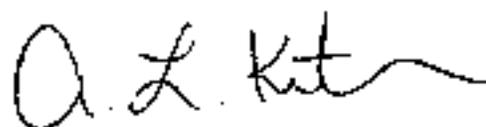
CONGRESSIONAL MAJORITY COMMITTEE (FKA) 96<sup>TH</sup> CLUB CAMPAIGN  
COMMITTEE

Page 3

reflected on the wrong line of the Detailed Summary Page. Other federal operating expenses should be properly disclosed on a separate Schedule B, supporting Line 21(b) of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

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 cursive script that reads "A. L. Kitchen". The signature is written in black ink and is positioned above the typed name.

Antoinette Kitchen  
Reports Analyst  
Reports Analysis Division

