



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

January 7, 1999

Martin R. Durbin, Treasurer
United Services Planning Association Inc.
PAC (USPA PAC)
4100 South Hulen Street
Fort Worth, TX 76113

Identification Number: C00325647

Reference: Amended July Quarterly (4/1/98-6/30/98), dated 8/26/98, October Quarterly (7/1/98-9/30/98), 12 Day Pre-General (10/1/98-10/14/98) and 30 Day Post-General (10/15/98-11/23/98) Reports

Dear Mr. Durbin:

This letter is to inform you that as of January 6, 1999, the Commission has not received your response to our request for additional information, dated December 16, 1998. 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).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Kenneth Davis on our toll-free number (800) 424-9530 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

Martin R. Durbin, Treasurer
United Services Planning Association Inc.
PAC (USPA PAC)
4100 South Hulen Street
Fort Worth, TX 76113

DEC 16 1998

Identification Number: C00325647

Reference: Amended July Quarterly (4/1/98-6/30/98), dated 8/26/98, October Quarterly (7/1/98-9/30/98), 12 Day Pre-General (10/1/98-10/14/98) and 30 Day Post-General (10/15/98-11/23/98) Reports

Dear Mr. Durbin:

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:

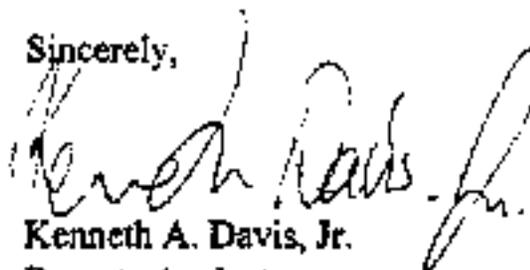
-The beginning cash on hand for the above mentioned reports equals zero. Please note the beginning cash on hand of a report should equal the ending cash on hand of the previous report. For the example, the beginning cash on hand of the Amended July Quarterly Report should equal \$22,940 (the ending cash on hand of the April Quarterly Report). Please amend the above mention reports to clarify these discrepancies.

-Be advised that you have used an incorrect committee identification number on the Summary Page of your report(s). Please file all future reports and correspondence using your correct identification number, C00325647, to avoid potential errors in entering your reports onto the public record.

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. My local number is (202) 694-1130.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kenneth A. Davis, Jr.", written in black ink.

Kenneth A. Davis, Jr.
Reports Analyst
Reports Analysis Division

