



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20543

RQ-3

November 10, 1994

Carol Lottice, Treasurer
Chevron Employees Political
Action Committee
575 Market Street, Room 908
San Francisco, CA 94105

Identification Number: C00035006

Reference: September Monthly Report (8/1/94-8/31/94)

Dear Ms. Lottice:

This letter is to inform you that as of November 9, 1994, the Commission has not received your response to our request for additional information, dated October 19, 1994. This notice request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with 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 related to this matter, please contact Donald L. Averett on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure

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FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

OCT 19 1994

Carol Lottice, Treasurer
Chevron Employees Political
Action Committee
575 Market Street, Room 908
San Francisco, CA 94105

Identification Number: C00035006

Reference: September Monthly Report (8/1/94-8/31/94)

Dear Ms. Lottice:

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:

-Please identify the name and address of the payee(s) for the in-kind contribution(s) disclosed on Schedule B for Line 23.

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) 219-3580.

Sincerely,

Donald L. Averett
Senior Reports Analyst
Reports Analysis Division

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