



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

George Togliatti, Treasurer
Harrah's Entertainment Inc. Employees'
Political Action Committee
F/K/A Promus/Harrah's PAC
501 W. Sahara Suite 200
Las Vegas, NV 89146

JAN 3 2000

Identification Number: C00239947

Reference: September Monthly Report (8/1/00-8/31/00)

Dear Mr. Togliatti:

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:

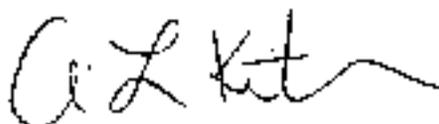
-Your report discloses a returned contribution(s) from a federal candidate totaling \$1,000 on Schedule A supporting Line 16 of the Detailed Summary Page. If the check written by your committee was not cashed, you should itemize the voided check on Schedule B supporting Line 23 as a negative entry. Line 16 should be used if the recipient committee cashed your check and wrote a refund on its account. Please amend your report to correct this discrepancy or provide clarification regarding this transaction.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule B of your report to clarify the following description(s): "In-Kind Contribution F & B (Harrah's LV)." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

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 fluid and includes a long, sweeping horizontal flourish at the end.

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 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 calculations are essential for understanding the company's financial performance and identifying areas for improvement. The document also discusses the importance of comparing the company's performance to industry benchmarks and providing a clear explanation of the reasons for any variances.

The final part of the document provides a summary of the findings and offers recommendations for future actions. It highlights the strengths of the company's financial management and identifies the areas where further attention is needed. The document concludes by emphasizing the importance of regular financial reviews and the need for transparency and accountability in all financial reporting.