



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

Jonathan M. Topodas, Treasurer  
Aetna Life and Casualty Company  
Political Action Committee  
151 Farmington Avenue  
Hartford, CT 06156

MAR -6 1996

Identification Number: C00161826

Reference: Year End Report (7/1/95-12/31/95)

Dear Mr. Topodas:

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 A of your report discloses aggregate year-to-date totals for contributions received from individuals which appear to be incorrect. Please be advised that aggregate year-to-date totals should include all contributions which are received during the calendar year. Please amend your report to provide the correct aggregate year-to-date totals.

-2 U.S.C. §434(b)(3) requires itemization of contributions from individuals and persons other than political committees, where the aggregate total from the contributor exceeds \$200 in a calendar year. In addition, 11 CFR §104.3(a)(2)(i)(B) requires a committee to report the total amount of unitemized contributions (see Line 11(a)(ii) of the Detailed Summary Page). If a committee wishes to disclose contributions regardless of the amount contributed, the committee must separate (on separate receipt schedules) those contributors requiring itemization from those who are not required to be itemized. 11 CFR §104.3(a)(4)(i) For future filings, please submit your reports in this order.

-Your report includes computer produced formats of the Summary Page and Detailed Summary Page. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)