



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20461

RQ-3

November 9, 1995

Forrest B. Raffel, Treasurer  
Florida Congressional Committee  
1400 NE Miami Gardens, Drive 31  
Miami, FL 33179

Identification Number: C00127811

Reference: Mid-Year Report (1/1/95-6/30/95)

Dear Mr. Raffel:

This letter is to inform you that as of November 8, 1995, the Commission has not received your response to our request for additional information, dated October 18, 1995. 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 Amy Reynolds on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

A handwritten signature in cursive script, appearing to read "John D. Gibson".

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure

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RQ-2

Forrest B. Raffel, Treasurer  
Florida Congressional Committee  
1400 NE Miami Gardens, Drive 31  
Miami, FL 33179

OCT 18 1995

Identification Number: C00127811

Reference: Mid-Year Report (1/1/95-6/30/95)

Dear Mr. Raffel:

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 limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of \$200 in a calendar year must be disclosed on Schedule B, supporting Line 21(b) of the Detailed Summary Page. 2 U.S.C. §434(b)(5) If these expenses are being paid by a connected organization, your Statement of Organization must be amended to reflect this relationship. 2 U.S.C. §433(b)(2) In addition, if expenses have been incurred but not paid in a reporting period, the activity should be disclosed as a debt on Schedule D, if the obligation is \$500 or more, or outstanding for sixty days or more. 11 CFR §104.11

Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. Please provide the necessary information regarding administrative expenses incurred by your

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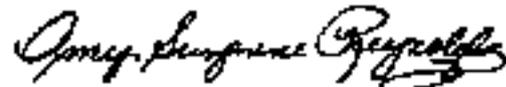
committee and/or amend your report to disclose such expenses according to the referenced provisions of the Act and Commission Regulations.

-Your report disclosed a category of financial activity that has been reflected on the wrong line of the Detailed Summary Page. Committee operating expenditures should be properly disclosed on a separate Schedule B, supporting Line 21(b) instead of on Line 29 of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

-Line 28(a) of the Detailed Summary Page discloses refunds of contributions to individuals/persons during the reporting period. If this figure includes any refunds to individuals/persons, that were previously itemized on Schedule A, please amend your report by itemizing the refunds on Schedule B. 2 U.S.C. §434(b)(4)(F)

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,



Amy Suzanne Reynolds  
Reports Analyst  
Reports Analysis Division

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95030064261