



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Susan B. Kennedy, Treasurer
Planned Parenthood of Houston
and Southeast Texas PAC
3601 Fannin
Houston, TX 77004

AUG 21 1998

Identification Number: C00312082

Reference: April Quarterly Report (1/1/98-3/31/98)

Dear Ms. Kennedy:

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:

-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, C00312082, to avoid potential errors in entering your reports onto the public record.

-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.

Any amendment or clarification should be filed with the Federal Election Commission. 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 black ink, appearing to read 'Neil Evans', written in a cursive style.

Neil Evans
Reports Analyst
Reports Analysis Division

