



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

May 4, 2000

David Plouffe, Treasurer
Democratic Congressional Campaign
Committee - Contributions
430 S Capitol Street, SE, 2nd Floor
Washington, DC 20003

Identification Number: C00347864

Reference: Year End Report (7/1/99-12/31/99)

Dear Mr. Plouffe:

On April 12, 2000, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

Your April 20, 2000 response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

-In your response you state that you will include in subsequent reports a "Schedule A Memo Entry which lists all the information [you] have received" regarding the occupation and name of employer of individuals who contributed to your committee during the reporting period referenced above. You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. You indicate that you send a pre-addressed follow-up letter to request the missing contributor information and inform contributors of the federal reporting requirements. Please be advised that in order to establish "best efforts" as described in our initial letter, should clarify whether your follow-up requests:

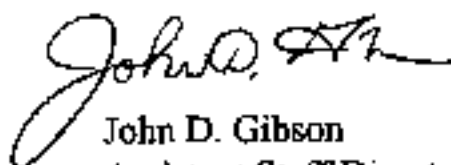
- occur no later than 30 days after receipt of the contribution, and
- do not solicit additional contributions.

If this information is not received by the Commission 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 Andrew J. Dodson on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,



John D. Gibson
Assistant Staff Director
Reports Analysis Division

