



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

James Mathwig, Treasurer
California Pro Life Council Inc Political Action Committee
2306 J Street Suite 200
Sacramento, CA 95816

APR 26 1999

Identification Number: C00228122

Reference: 30 Day Post-General Report (10/15/98-11/23/98)

Dear Mr. Mathwig:

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:

-The independent expenditure schedule (Schedule E) should disclose the following information: the name and mailing address of the payee, purpose of the expenditure, date of payment, amount of payment, the name and office sought of the federal candidate supported or opposed, signature of the treasurer, and notarized certification of the information provided. Please amend Schedule E by providing the name and office sought of the federal candidates and whether the independent expenditures were in support of, or in opposition to, the candidates. 11 CFR §104.3(b)(3)(vii)

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 that reads "Kenneth A. Davis, Jr.".

Kenneth A. Davis, Jr.
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 statements. This includes not only sales and purchases but also expenses, income, and any other financial activity. The document also highlights the need for regular reconciliation of accounts to identify any discrepancies early on.

Next, the document addresses the issue of budgeting and financial planning. It suggests that a well-defined budget can help in controlling costs and maximizing profits. By setting realistic targets and monitoring progress against them, businesses can avoid overspending and ensure they are on track to meet their financial goals. The document also mentions the importance of reviewing the budget regularly to make adjustments as needed.

The third section of the document focuses on the role of technology in financial management. It discusses how modern accounting software can streamline processes, reduce errors, and provide real-time insights into the company's financial health. The document also touches upon the importance of data security and backup procedures to protect sensitive financial information.

Finally, the document concludes by emphasizing the importance of transparency and communication in financial management. It suggests that regular reporting to stakeholders and clear communication of financial goals can build trust and ensure everyone is working towards the same objectives. The document also mentions the importance of seeking professional advice when needed to ensure compliance with relevant regulations and standards.