



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-1

July 22, 2018

HELEN KEITZ, TREASURER
MATHEWS COUNTY DEMOCRATIC
COMMITTEE
PO BOX 1111
MATHEWS, VA 23109

Response Due Date
08/27/2018

IDENTIFICATION NUMBER: C00682393

REFERENCE: STATEMENT OF ORGANIZATION

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 1 item(s):

- Your committee has not checked a box for Line 5 or completed the information for Line 6 of your Statement of Organization. Please be advised that you must disclose the type of committee on Line 5 and any affiliated committee(s) or connected organization on Line 6 (along with the relationship for each and type of connected organization, as appropriate). Please amend your Statement of Organization to provide this omitted information.

Note, you may refer to 52 U.S.C. §30103 (formerly 2 U.S.C. §433), 11 CFR §102.2, and the instructions for the Statement of Organization (FEC FORM 1) for more detailed information of the registration requirements of political committees.

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**

MATHEWS COUNTY DEMOCRATIC COMMITTEE

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Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1176.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Adamsky", with a long, sweeping underline.

Michael Adamsky
Campaign Finance Analyst
Reports Analysis Division

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