



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

January 7, 2004

RQ-2

Richard L. Klein, Treasurer
American Council Of Life Insurers
Political Action Committee
101 Constitution Avenue NW
Suite 700 West
Washington, DC 20001

Response Due Date:
February 6, 2004

Identification Number: C00147066

Reference: Amended September Monthly Report (8/1/03 - 8/31/03), received
10/01/03

Dear Mr. Klein:

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. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

•Schedule A supporting Line 16 discloses a refund of a contribution from Woodmen Accident and Life Company Political Action Committee on 8/13/03. However, it appears that this contribution was not previously reported by your committee. Please amend the appropriate report(s) and disclose the original date of the contribution on Schedule B supporting Line 23 of the Detailed Summary Page.

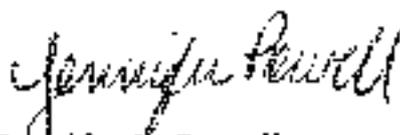
•Your report disclosed a category of financial activity that has been reflected on the wrong line of the Detailed Summary Page. Contributions from other political committees should be properly disclosed on a separate Schedule A, supporting Line 11(c) of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated.

Requests for extensions of time in which to respond will not be considered. Failure to provide an adequate response by this date may result in an audit of the committee. 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.

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 1, then press 2 to reach the Reports Analysis Division) or my local number (202) 694-1301.

Sincerely,



Jennifer L. Powell
Campaign Finance Analyst
Reports Analysis Division

