FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

May 2, 2002

Henry Gardner, Treasurer
Barbara Lee for Congress
1736 Franklin Street, #500
Oakland, CA 94612

Identification Number: C00331769

Reference: 12 Day Pre-Primary Report (1/1/02-2/13/02)

Dear Mr. Gardner:

On April 9, 2002, 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 25, 2002 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.

-The Commission acknowledges receipt of your amended report and the amended Schedule A listing all the contributions for which additional information was received. However, your report is still lacking the required information for a significant number of contributors. Please 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. In order to establish "best efforts" you must demonstrate all written follow-up requests contain a **pre-addressed post card or return envelope**.

An adequate response must be received at the Commission by May 22, 2002. 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.