

MS-N



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20461

March 3, 2004

Erskine Cade, Treasurer  
Keycorp PAC  
127 Public Square  
Cleveland, OH 44114

Identification Number: C00073155

Reference: Filing(s) received 2/18/04

Dear Mr. Cade:

This letter is prompted by the Commission's preliminary review of the filing(s) referenced above.

Please be advised that once a committee meets the requirements of electronic filing, all subsequent statements, designations, reports, and amendments must be filed electronically. (11 CFR §§ 104.18(a)(2), 104.18(c) and 104.18(f)) Your paper filing received February 18, 2004 will not be considered a request for a change in filing frequency until it is submitted in an electronic format. You will be required to file reports under your current filing schedule until the request to change is submitted electronically.

If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1147.

Sincerely,

Dayna C. Brown  
Senior Campaign Finance Analyst  
Reports Analysis Division

