



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

December 27, 2001

Susan Winston, Treasurer
Women in Leadership
18201 Von Karman, #305
Irvine, CA 92612

Identification Number: C00283432

Reference: October Quarterly (7/1/00-9/30/00) and 30 Day Post-General (10/1/00-11/27/00) Reports

Dear Ms. Winston:

This letter is to inform you that as of December 26, 2001 the Commission has not received your response to our requests for additional information dated October 17, 2001. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

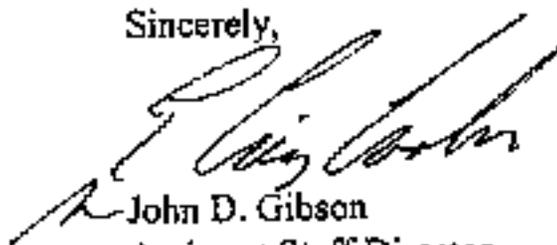
Due to recent events, the United States Postal Service is experiencing delays in the processing and delivery of mail for the Washington D.C. area. Consequently, the Federal Election Commission is not in receipt of all incoming first-class mail. The Commission recommends that you resubmit your response to this notice and consider using alternate delivery services such as overnight delivery or delivery by courier. If feasible, your response can also be hand-delivered. You can verify the Commission's receipt of any documents submitted by your committee on the FEC website at www.FEC.gov.

An adequate response must be received at the Commission by January 16, 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.

Electronic filers must file amendments 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, please contact Colleen Manning on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "John D. Gibson". The signature is written in a cursive style with a large initial "J".

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Susan Winston, Treasurer
Women in Leadership
18201 Von Karman #305
Irvine, CA 92612

OCT 17 2001

Identification Number: C00283432

Reference: October Quarterly Report (7/1/00-9/30/00)

Dear Ms. Winston:

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:

-Schedule B of your report (pertinent portion(s) attached) discloses a contribution(s) which appears to exceed the limits set forth in the Act. 2 U.S.C. §441a(a) precludes a non-multicandidate political committee and its affiliates, from making a contribution to a candidate for federal office in excess of \$1,000 per election. Please refer to the Campaign Guide for information on how a committee qualifies for multicandidate status.

If the contribution(s) in question was incompletely or incorrectly disclosed, you should amend your original report with clarifying information. If you have made an excessive contribution, you should notify the recipient and request a refund of the amount in excess of \$1,000 and/or notify the recipient in writing of your redesignation of the contribution. In the best interest of your committee, all refunds and redesignations should be made within sixty days of the treasurer's receipt of the contribution(s).

If your committee has met the criteria for multicandidate status, please file FEC FORM 1M "Notification of Multicandidate Status" with the Commission. The treasurer must file FEC FORM 1M prior to making a contribution of more than \$1,000 per candidate per election. 11 CFR §102.2(a)(3)

Please inform the Commission of your corrective action immediately in writing and provide a photocopy of the refund or redesignation request sent to the recipient committee(s). In addition, any refunds should be disclosed on Schedule A supporting Line 16 of the report covering the period during which they are received. Any redesignations should be disclosed as memo entries on Schedule B supporting Line 23 of the report covering the period during which the redesignation is made. 11 CFR §110.1(b)

Although the Commission may take further legal action regarding the excessive contribution(s), your prompt action in obtaining a refund and/or redesignating the contribution(s) will be taken into consideration.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. 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) 694-1130.

Sincerely,



Colleen E. Manning
Reports Analyst
Reports Analysis Division

SCHEDULE B

ITEMIZED DISBURSEMENTS
Other DisbursementsUse separate schedule(s)
for each category of the
Detailed Summary Page

PAGE 1 OF 1

FDR LINE NUMBER
23

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

NAME OF COMMITTEE (in Full)

Women In Leadership (Federal)

C00283432

Full Name, Mailing Address and Zip Code

Purpose of Disbursement

Date
(Month/Day/Year)Amount of Each
Disp. This Period

Committee To Re-Elect Loretta Sanchez
601 S. Glennals Blvd., Ste 208
Burbank, CA 91502

Contribution
Loretta Sanchez
46 CD

8/11/2000

\$2,000.00

Disp. For:

Susan Davis For Congress
CA/49th
P.O. Box 34049
San Diego, CA 92138-4049

Contribution
Susan Davis
49 CD

9/20/2000

\$500.00

Disp. For:

SUBTOTAL of Disbursements This Page (optional)

\$2,500.00

TOTAL This Period (last page this line number only)

\$2,500.00

SCHEDULE B

ITEMIZED DISBURSEMENTS

Use separate schedule(s)
for each category of the
Detailed Summary PagePAGE 1 OF 1
FOR LINE NUMBER
23

Contributions to Federal Candidates

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NAME OF COMMITTEE (in Full)

Women In Leadership (Federal)

C00283432

Full Name, Mailing Address and Zip Code

Purpose of Disbursement

Date
(Month/Day/Year)Amount of Each
Disp. This PeriodCommittee To Re-Elect Loretta Sanchez
601 S. Glenoaks Blvd., Ste 208
Burbank, CA 91502Contribution
CA 46th CD

4/18/2000

\$1,000.00

Disb. For: General

SUBTOTAL of Disbursements This Page (optional)

\$1,000.00

TOTAL This Period (last page this line number only)

\$1,000.00