



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

April 29, 2005

Gilbert T. Adams Jr., Treasurer
Jefferson County Democratic Party
1855 Calder Avenue
Beaumont, TX 77701

**Response Due Date:
May 31, 2005**

Identification Number: C00253880

Reference: Mid Year Report (1/1/03-6/30/03) and April Quarterly Report (1/1/04-3/31/04)

Dear Mr. Adams:

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:

-Your report does not include a Schedule H1 to disclose the ratio for the allocation of certain costs. Schedule H1 must be filed with the first report each year for State, District and Local party committees, and with the first report filed in the two-year election cycle for Separate Segregated Funds and Non-connected committees. For State, District and Local party committees, all shared administrative, generic voter drive and exempt activity costs incurred during the two-year cycle must be allocated according to this ratio, unless the federal account elects to pay a higher percentage of its cost. For Separate Segregated Funds and Non-connected committees, all shared administrative and generic voter drive costs must be allocated according to this ratio unless the federal account elects to pay a higher cost. 11 CFR §106.7(d)(2), (d)(3) and 11 CFR §§104.10(b)(1) and 106.6(c)

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

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