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FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

October 20, 2004

Clay Parker Davis, Treasurer
Help America's Leaders Political
Action Committee (HALPAC)
1155 21st Street NW, Suite 300
Washington, DC 20036

Response Due Date:
November 19, 2004

Identification Number: C00376038

Reference: September Monthly Report (8/01/04-8/31/04)

Dear Mr. Davis:

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 discloses a returned contribution from a federal candidate totaling $5,000 on Schedule B supporting Line 28(c) of the Detailed Summary Page. If the check written by your committee was not cashed, you should itemize the voided check on Schedule B supporting Line 23 as a negative entry. Line 28(c) should be used if your committee refunded a contribution made by another political committee. Please amend your report to correct this discrepancy or provide clarification regarding this transaction.

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 5 to reach the Reports Analysis Division) or my local number (202) 694-1143.

Sincerely,

Jennifer Thangavelu
Campaign Finance Analyst
Reports Analysis Division

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