

January 30, 2004

Federal Election Commission
999 E Street, NW
Washington, D.C. 20463

Dear Sir/Madam:

This letter is being submitted to provide you with notice that the Biotechnology Industry Organization PAC, FEC ID# C003-55677,

intends to change the frequency of its filings from quarterly to monthly until further notice.

Accordingly, it is our understanding that our next required report will be the February Monthly Report due February 20, 2004. There has been no other change in our filing frequency for 2004.

Sincerely,

Peter S. Norman
PAC Treasurer