



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

BQ-5

Joseph P. Dwyer, Treasurer  
Asplundh Tree Expert Co. Political  
Action Committee (ATE PAC)  
Blair Mill Road  
Willow Grove, PA 19090

NOV - 4 1994

Identification Number: C00177741

Reference: October Quarterly Report (7/1/94-9/30/94)

Dear Mr. Dwyer:

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:

-For future reporting, please be advised that only contributions to federal candidates and political committees should be itemized on a separate Schedule B supporting Line 23 of the Detailed Summary Page. Contributions to non-federal candidates and committees should be itemized on Schedule B supporting Line 29.

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,

A handwritten signature in black ink, appearing to read "Neil Evans".

Neil Evans  
Reports Analyst  
Reports Analysis Division

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