RQ-2

FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

February 18, 2004

John F.X. Mannion, Treasurer
HillPAC
509 2nd Street, NE
Washington, DC 20002

Response Due Date:
March 19, 2004

Identification Number: C00363994

Reference: Year End Report (7/01/03-12/31/03)

Dear Mr. Mannion:

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:

-Schedule D of your report has failed to include certain information. Commission Regulations require the full name and mailing address of each creditor, the outstanding balance at the beginning and end of the reporting period, the amount incurred during the period, the payment made during the period, and the nature or purpose of each debt. Additionally, all debts must be reported continuously until extinguished or settled. Please amend your report by providing the correct opening balance for the debt to Ryan Phillips Utrecht & MacKinnon. 11 CFR §104.11

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.