



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

James M. Ratcliffe, Treasurer  
RR Donnelley & Sons Company  
Political Action Committee  
77 West Wacker Drive  
Chicago, IL 60601

JAN 31 1996

Identification Number: C00033977

Reference: December Monthly Report (11/1/95-11/30/95)

Dear Mr. Ratcliffe:

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:

-The totals listed on Lines 11(a)(i) and 11(a)(ii), Column B of the Detailed Summary Page appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B totals. Please amend your report and any subsequent reports that may be affected by this correction.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. 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 cursive script, appearing to read "Donald L. Averett".

Donald L. Averett  
Senior Reports Analyst  
Reports Analysis Division

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