



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

APR 8 1998

Rita Copeland, Treasurer
California Voter Registration Project
555 Capitol Mall, Suite 1425
Sacramento, CA 95814

Identification Number: C00329169

Reference: Year End Report (1/1/97-12/31/97)

Dear Ms. Copeland:

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:

-Line 11(a)(i) of the Detailed Summary Page of your report discloses a total of \$59,025 in Contributions from Individuals. The sum of the entries itemized on Schedule A, however, indicates the total to be \$58,025. Please amend your report to clarify the discrepancy.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule H4 of your report to clarify the following description(s): petty cash, petty cash reimbursement, reimbursement(s), "Nov. Services," expenses. For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

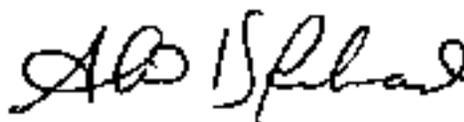
-Please amend your report by providing the Purpose for each disbursement itemized on Schedule H4 supporting Line 21(a).

-Your report includes computer produced formats of the Summary Page, Detailed Summary Page, Schedule A, Schedule D and Schedule H3. Computer produced formats may only be used upon prior approval of the

Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

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) 694-1130.

Sincerely,



Alicia K. Richardson
Reports Analyst
Reports Analysis Division

