



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20543

July 24, 2003

RQ-3

Jean Marshall Crawford, Treasurer  
Arlington Democratic Joint Campaign  
4620 Lee Highway, Suite 214  
Arlington, VA 22207

Identification Number: C00297226

Reference: October Quarterly (7/1/02-9/30/02), 30 Day Post-General (10/17/02-11/25/02) and 12 Day Pre-General (10/1/02-10/16/02) Reports

Dear Ms. Crawford:

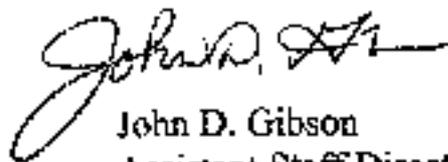
This letter is to inform you that as of July 23, 2003 the Commission has not received your response to our requests for additional information dated July 2, 2003. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

Due to recent events, the United States Postal Service is experiencing delays in the processing and delivery of mail for the Washington D.C. area. Consequently, the Federal Election Commission is not in receipt of all incoming mail. The Commission recommends that you resubmit your response to this notice and consider using alternate delivery services such as overnight delivery or delivery by courier. If feasible, your response can also be hand-delivered. You can verify the Commission's receipt of any documents submitted by your committee on the FEC website at [www.FEC.gov](http://www.FEC.gov).

An adequate response must be received at the Commission by August 13, 2003. 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.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter, please contact Ailissa Sagri on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,



John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20460

RQ-2

JUL 02 2003

Jean Marshall Crawford, Treasurer  
Arlington Democratic Joint Campaign  
4620 Lee Highway, Suite 214  
Arlington, VA 22207

Identification Number: C00297226

Reference: October Quarterly (7/1/02-9/30/02) and 30 Day Post-General  
(10/17/02-11/25/02) Reports

Dear Treasurer:

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:

-Schedule B supporting Line 21(b) of your reports disclose several in-kind contributions to one federal candidate and two non-federal candidates, but you have failed to provide the attribution to each candidate. In addition, please note that all in-kind contributions to federal candidates should appear on Schedule B supporting Line 23 and in-kind contributions made to non-federal candidates should be on Schedule B supporting Line 29 of the Detailed Summary Page. Please provide the amount attributed to each federal candidate for all in-kind contributions and amend your reports to properly disclose the in-kind contributions.

A response or 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. Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Alissa V. Sagri  
Campaign Finance Analyst  
Reports Analysis Division