



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

April 19, 2001

Dennis Richardson, Treasurer
Oregon Republican Party
570 Liberty Street, SE Suite 200
Salem, OR 97301

Identification Number: C00153031

Reference: 30 Day Post-General Report (10/19/00-11/27/00)

Dear Mr. Richardson:

This letter is to inform you that as of April 18, 2001 the Commission has not received your response to our request for additional information, dated March 28, 2001. This notice requests 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 this request (copy enclosed).

An adequate response must be received at the Commission by May 9, 2001. 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.

If you should have any questions regarding this matter, please contact Alice Kang 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,

A handwritten signature in black ink that reads "John D. Gibson".

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Dennis Richardson, Treasurer
Oregon Republican Party
570 Liberty Street, SE, Suite 200
Salem, OR 97301

MAR 28 2001

Identification Number: C00153031

Reference: 30 Day Post-General Report (10/19/00-11/27/00)

Dear Mr. Richardson:

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 6(c), 7, and 21(b), Column B of the Summary and Detailed Summary Page(s) 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.

-Your calculations for Line 8 appear to be incorrect. Cash-on-hand at the close of the current reporting period should always equal the closing calendar year-to-date cash-on-hand amount. Please provide the corrected total on the Summary Page.

-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. When an individual's aggregate exceeds the \$200 threshold, the amount should not be deducted from the Column B figure for Line 11(a)(ii). Please amend your report and any subsequent reports that may be affected by this correction.

-Schedule A of your report (pertinent portion(s) attached) discloses a

contribution(s) which appears to exceed the limits set forth in the Act. 2 U.S.C. §441a(f) and 11 CFR §110.1(d) preclude a committee and its affiliates from receiving contributions from another political committee or person in excess of \$5,000 per calendar year.

If the contribution(s) in question was incompletely or incorrectly disclosed, you should amend your original report with the clarifying information. If the contribution(s) you received exceeded the limits, you must seek reattribution of the contribution pursuant to 11 CFR §110.1(k), transfer-out the amount in excess of \$5,000 to an account not used to influence federal elections or refund the excessive amount to the donor(s) in accordance with 11 CFR §103.3(b). In the best interest of your committee, all reattributions, transfers-out, and refunds should be made within sixty days of the treasurer's receipt of the contribution(s). In order to protect the donor's interests, the Commission recommends that you inform the contributor(s) in writing to provide the donor(s) with the option of granting written authorization for a reattribution or transfer-out to another account or receiving a refund.

Please inform the Commission of your corrective action immediately in writing and provide a photocopy of your check for the transfer-out or refund. In addition, any reattributions should be reported as memo entries on Schedule A of the report covering the period during which the authorization for the reattribution is received. Any transfers-out or refunds should be disclosed on Schedule B supporting Line 22 or 28 of the report during which the transaction was made.

Although the Commission may take further legal action regarding the acceptance of an excessive contribution(s), prompt action by your committee to seek reattribution, transfer-out or refund the excessive amount will be taken into consideration.

-On Schedule D of your previous report, you disclosed a debt(s) owed to Aristotle. This obligation(s), however, has been omitted from this report. Please amend your report to include this debt(s) on Schedule D and Line 10 of the Summary Page. All debts and obligations must be disclosed until extinguished. 11 CFR §104.11

-Schedule H3 of your report discloses "Key Bank Federal" as the name of the account for transfers received from you non-federal account for shared activity. Please verify that these transfers were in fact received from your

committee's non-federal account and amend your report with clarifying information.

-Schedule H3 discloses a breakdown of transfers received, however, you have omitted the total amounts transferred for each transfer-in. Please amend your report to reflect the total amounts transferred.

-Your EVENT YEAR-TO-DATE calculations for Administrative/Voter Drive are incorrect. EVENT YEAR- TO-DATE totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year for the whole Administrative/Voter Drive category, not by individual purpose such as "Utilities" or "Rent". Please amend your report by providing the correct Administrative/Voter Drive EVENT YEAR-TO-DATE totals.

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have not included the full name and/or mailing address for the vendor(s) listed. Please amend your report accordingly.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule(s) H4 of your report to clarify the following description(s): "legal", "consulting", "event", "calls", "reim. event supplies", and "event, sign lang". For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have failed to include the purpose for the joint expenditure to Laidlaw. Note that the unique identifying code for an event is not considered an adequate description of purpose. Please amend your report to include this missing information.

-Please clarify all expenditures made for "media", "radio", and "radio bill" on Schedule(s) B and H4. If a portion or all of these expenditures were made on behalf of specifically identified federal candidates, this amount should be disclosed on Schedules B, E or F supporting Lines 23, 24 or 25 and include the amount, name, address and office sought by each candidate. 11 CFR §§104.3(b) and 106.1

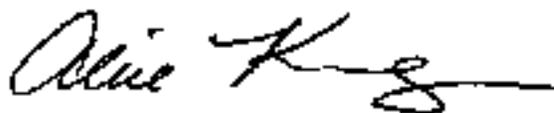
-2 U.S.C. §434(b)(3) requires itemization of contributions from individuals and persons other than political committees, where the aggregate total from

the contributor exceeds \$200 in a calendar year. In addition, 11 CFR §104.3(a)(2)(i)(B) requires a committee to report the total amount of unitemized contributions (see Line 11(a)(ii) of the Detailed Summary Page). If a committee wishes to disclose contributions regardless of the amount contributed, the committee must separate (on separate receipt schedules) those contributors requiring itemization from those who are not required to be itemized. 11 CFR §104.3(a)(4)(i) For future filings, please submit your reports in this order.

-Commission records indicate the name of your political committee as the Oregon Republican Party. However, your committee files reports in the name of the Oregon Republican Party/Victory 2000. Committee filings (disclosure reports and amendments) must reflect the official name of the committee which appears in your Statement of Organization. Please amend your report(s) to clarify this discrepancy and amend your Statement of Organization as appropriate.

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 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,



Alice Kang
Reports Analyst
Report Analysis Division

SCHEDULE A

ITEMIZED RECEIPTS

See separate schedules for each category of the Detailed Summary Page

PAGE 3 OF 14

FOR LINE NUMBER

11(w)(i)

Any information copied from such reports and statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

NAME OF COMMITTEE (In Full)
Oregon Republican Party/Victory 2000

A. Full Name, Mailing Address and Zip Code Mr. & Mrs. Horace B. Cheney 5195 Davidson Street SE Albany, OR 97321-7179 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation Retired Aggregate Year-to-Date -> 305.00	Date (month, day, year) 10/24/2000	Amount of Each Receipt this Period 30.00
B. Full Name, Mailing Address and Zip Code Mr. & Mrs. John L. Christie, Jr 91245 Wallucki Loop Astoria, OR 97103- Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation Self Wash Farmer Aggregate Year-to-Date -> 300.00	Date (month, day, year) 10/24/2000	Amount of Each Receipt this Period 100.00
C. Full Name, Mailing Address and Zip Code Maribeth W. Collins 2275 SW Mayfield Ave. Portland, OR 97225- Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation Homemaker Aggregate Year-to-Date -> 475.00	Date (month, day, year) 10/26/2000	Amount of Each Receipt this Period 250.00
D. Full Name, Mailing Address and Zip Code Mr. Bruce J. Cummings 4150 SE Kinesturc Milwaukie, OR 97267-1600 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation B.J. Cummings Co. Contractor Aggregate Year-to-Date -> 200.00	Date (month, day, year) 11/01/2000	Amount of Each Receipt this Period 100.00
E. Full Name, Mailing Address and Zip Code Charles Currens 1459 Bluebonnet Ave Medford, OR 97504- Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation Retired Aggregate Year-to-Date -> 400.00	Date (month, day, year) 10/23/2000	Amount of Each Receipt this Period 150.00
F. Full Name, Mailing Address and Zip Code Mr. Howard H. Day 65525 Gasking Market Road Bend, OR 97701-9081 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation Self Employed Rancher Aggregate Year-to-Date -> 6,000.00	Date (month, day, year) 10/30/2000	Amount of Each Receipt this Period 1,000.00
G. Full Name, Mailing Address and Zip Code Mr. Robert J. Beaumont 2619 Freedom Wy Medford, OR 97504-0019 Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Name of Employer Occupation Retired Aggregate Year-to-Date -> 1,100.00	Date (month, day, year) 10/24/2000	Amount of Each Receipt this Period 1,000.00

SUBTOTAL of Receipts This Page (optional)

2,630.00

TOTAL This Period (last page this line number only)

SCHEDULE A

ITEMIZED RECEIPTS

Use separate schedule
for each category of the
Detailed Summary PagePAGE 11 OF 53
FOR LINE NUMBER
11(a)(i)

Any information copied from such reports and statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

NAME OF COMMITTEE (In Full)
Oregon Republican Party/Victory 2000

A. Full Name, Mailing Address and Zip Code Michael E. Davis unknown	Name of Employer N Clackamas School District Occupation Principal	Date (month, day, year) 08/29/2000	Amount of Each Receipt this Period 1,000.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	1,000.00	
B. Full Name, Mailing Address and Zip Code Howard Day 65525 Gerking Market Road Bend, OR 97701-9081	Name of Employer Self Employed Occupation Rancher	Date (month, day, year) 08/25/2000	Amount of Each Receipt this Period 5,000.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	5,000.00	
C. Full Name, Mailing Address and Zip Code Daniel Daxler 715 Sand Ave Eugene, OR 97401-	Name of Employer Occupation requested	Date (month, day, year) 07/11/2000	Amount of Each Receipt this Period 100.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	200.00	
D. Full Name, Mailing Address and Zip Code E.F. Dodson 502 Upper River Rd Gold Hill, OR 97525-	Name of Employer Occupation requested	Date (month, day, year) 08/09/2000	Amount of Each Receipt this Period 100.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	200.00	
E. Full Name, Mailing Address and Zip Code Franklin Drake 4004 SW Scholls Ferry Rd Portland, OR 97221-	Name of Employer Drake Management Company Occupation Exec.	Date (month, day, year) 07/05/2000	Amount of Each Receipt this Period 100.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	100.00	
F. Full Name, Mailing Address and Zip Code Franklin Drake 4004 SW Scholls Ferry Rd Portland, OR 97221-	Name of Employer Drake Management Company Occupation Exec.	Date (month, day, year) 08/29/2000	Amount of Each Receipt this Period 1,000.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	1,100.00	
G. Full Name, Mailing Address and Zip Code Cecil Drinkword 01920 SW Greenwood Rd. Portland, OR 97215-	Name of Employer Hoffman Corporation Occupation Executive	Date (month, day, year) 08/25/2000	Amount of Each Receipt this Period 5,000.00
Receipt For: <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Other (specify)	Aggregate Year-to-Date ->	5,000.00	

SUBTOTAL of Receipts This Page (optional)

12,300.00

TOTAL This Period (last page this line number only)

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, transfers, and adjustments. The text explains that proper record-keeping is essential for identifying trends, detecting errors, and providing a clear audit trail.

Next, the document covers the process of reconciling bank statements with the company's records. It highlights the need to compare the bank's balance with the company's book balance at the end of each month. Discrepancies should be investigated immediately to determine the cause, such as bank errors, outstanding checks, or unrecorded transactions. Reconciliation helps to ensure that the company's books are in agreement with the bank's records, which is a key indicator of financial accuracy.

The following section addresses the classification of assets and liabilities. It provides guidance on how to categorize different types of property, equipment, and accounts. For example, it distinguishes between current and non-current assets, and between current and long-term liabilities. This classification is crucial for preparing the balance sheet and for understanding the company's financial position and solvency.

Finally, the document discusses the importance of regular financial reviews and reporting. It suggests that management should conduct periodic analyses of the company's financial performance, comparing actual results against budgeted figures and industry benchmarks. This process allows for the identification of areas of strength and weakness, enabling the company to make informed decisions and adjust its strategy as needed. The text concludes by emphasizing that consistent financial management and reporting are the foundation of a successful and sustainable business.