



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20461

RQ-2

JUN 18 1997

Carol Lottice, Treasurer  
Chevron Employees Political  
Action Committee  
575 Market Street, Room 908  
San Francisco, CA 94105

Identification Number: C00035006

Reference: Year End Report (11/26/96-12/31/96)

Dear Ms. Lottice:

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 beginning cash balance of this report should equal the ending balance of your Amended 30 Day Post-General Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

-The totals listed on Lines 11(a)(i), 11(a)(ii), 11(a)(iii), 11(d), 19 and 20, 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,

Richard M. Ng  
Reports Analyst  
Reports Analysis Division

