



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

MAR 20 1996

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

Identification Number: C00035006

Reference: Year End Report (12/1/95-12/31/95)

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 totals listed on Lines 6(c) and 7, Column B of the Summary Page and Lines 12, 19, 20, 29, 30 and 31, 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,

Donald L. Averett
Senior Reports Analyst
Reports Analysis Division

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