



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

DEC 22 1997

Kevin C. Richardson, Treasurer
RR Donnelley & Sons Co.
Political Action Committee (RRD/PAC)
77 West Wacker Drive
Chicago, IL 60601

Identification Number: C00033977

Reference: November Monthly Report (10/1/97-10/31/97)

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:

-For your information, all contributions received that aggregate \$200 or less per individual for the calendar year should be reported on Line 11(a)(ii). Contributions received aggregating over \$200 per individual for the calendar year should be reported on Line 11(a)(i) and itemized on Schedule A.

Any amendment or clarification should be filed with the Federal Election Commission. 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,

A handwritten signature in cursive script that reads "Andrea Wilkens".

Andrea Wilkens
Reports Analyst
Reports Analysis Division

