



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Robert Binder, Treasurer
Citizens Utilities Company Political
Action Committee
5600 Headquarters Drive
Plano, TX 75024

SEP 8 2000

Identification Number: C00355065

Reference: April Monthly (3/1/00-3/31/00), May Monthly (4/1/00-4/30/00), June Monthly (5/1/00-5/31/00) and July Monthly (6/1/00-6/30/00) Reports

Dear Mr. Binder:

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:

-Your report includes computer produced formats of the Schedule A. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

If the software your committee is using to produce the Schedules of the FEC FORM 3X does not allow you to electronically file your report, you may want to call the vendor who produced your software to inquire about the availability of a software upgrade that includes electronic filing. A number of commercial software companies have added electronic filing capability to their products. A list of these companies is available on the FEC web site, <http://www.fec.gov>.

Alternatively, freeware (FECfile) available from the F^{EC} complete and file your reports electronically. It installs ea. every schedule in the FEC FORM 3X, contains features to common errors, allows you to file electronically, and has support for your questions. You may obtain your free copy by

FECfile from our web site, <http://www.fec.gov>, or by calling the Electronic Filing Office at (202) 694-1307.

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

Sincerely,



Angel L. Williamson
Reports Analyst
Reports Analysis Division