



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-5

Gerard Higgins, Treasurer  
Steamfitters Local No. 475 Political Action  
Committee  
136 Mount Bethel Road  
Warren, NJ 07059

FEB 08 2002

Identification Number: C00252395

Reference: Mid-Year Report (1/1/01-6/30/01)

Dear Mr. Higgins:

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 disclosed a category of financial activity that has been reflected on the wrong line of the Detailed Summary Page. Contributions to federal candidates/committees should be properly disclosed on a separate Schedule B, supporting Line 23 of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

Any amendment or clarification should be filed with the Federal Election Commission. Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. 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,

Andrea Needles  
Senior Reports Analyst  
Reports Analysis Division

