



FEDERAL ELECTION COMMISSION

WASHINGTON, D. C. 20463

April 24, 2003

RQ-3

Cyndi Perper, Treasurer
National Business Travel Association
Political Action Committee
110 N. Royal Street
Alexandria, VA 22314

Identification Number: C00373910

Reference: 30 Day Post-General Report (7/16/02-12/5/02)

Dear Ms. Perper:

On April 2, 2003, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

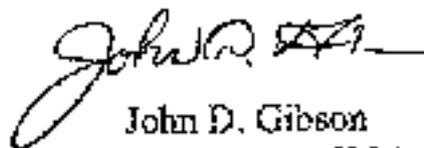
Your April 17, 2003 response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

-The cover letter for your report indicates that your committee deposited money into the federal account which was intended for your connected organization and that these misdeposited funds were subsequently transferred-out (pertinent portion attached). In addition, the receipts are disclosed on Line 18 of the Detailed Summary Page and have not been disclosed on Schedule A. Furthermore, your report does not disclose the transfer-out of the funds to the connected organization. Please be advised that although the funds were received and disbursed within the same reporting period, the amounts must be included in the appropriate line totals on the Summary and Detailed Summary Pages and disclosed on the appropriate Schedules. The Commission is in receipt of your amended report; however, your response does not appear to be adequate. Please amend your report to properly disclose the receipt of the misdeposited funds on Schedule A supporting Line 11(a)(i) as well as the transfer-out of the funds on Schedule B supporting Line 29 of the Detailed Summary Page.

An adequate response must be received at the Commission by May 14, 2003. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) 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 should have any questions related to this matter, please contact Maureen Benitz on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,



John D. Gibson
Assistant Staff Director
Reports Analysis Division

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