



FEDERAL ELECTION COMMISSION  
WASHINGTON, D. C. 20463

RQ-2

Ron Oliver, Treasurer  
The Democratic Party of Arkansas  
Federal Account  
1300 West Capitol  
Little Rock, AR 72201

MAY 24 2000

Identification Number: C00024372

Reference: Year End Report (7/1/99-12/31/99)

Dear Mr. Oliver:

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:

-On Schedule H1 of your report in the Ballot Composition box for state and local party committees, you have not counted the Presidential box and you have counted too many points for state and local party. Please refer to the instructions on the back of the Schedule H1. Please amend your report to include a corrected Schedule H1 and repay your non-federal account for any overpayments they may have made as a result of using an improperly calculated federal ratio to determine the non-federal allocable portion of disbursements on Schedule H4. While the Commission may take further legal action concerning any impermissible overpayments by the non-federal account, your prompt action will be taken into consideration.

-On Schedule H3 supporting Line 18 of the Detailed Summary Page, you have failed to provide a breakdown of transfers received by the federal account. Please amend your report to include the missing information.

-Please amend your report to accurately disclose the year of disbursement on Schedule H4 of your report.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule H4 of your

THE DEMOCRATIC PARTY OF ARKANSAS FEDERAL ACCOUNT

report to clarify the following description(s): maintj, consulting, JJ Dinner Expense, JJackson expense, Jackson Dinner, JJ expense, JJackson Dinner, Salute to Sid McMath, Sid McMath Tribute Exp, Sid McMath Expenses. For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please clarify all expenditures made for advertisement and advertising on Schedule H4. If a portion or all of these expenditures were made on behalf of specifically identified federal candidates, this amount should be disclosed on Schedule B, E or F supporting Line 23, 24 or 25 and include the amount, name, address and office sought by each candidate. 11 CFR §§104.3(b) and 106.1

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you may have failed to check the appropriate CATEGORY box for the payment made to Vaughn McQuary for Sid McMath expenses. If this disbursement was for the fundraiser disclosed on Schedule H2, then please amend your Schedule H4 to disclose the appropriate category, event year-to-date, and federal and non-federal ratios.

-Payments made to credit card companies must identify the original vendors from which you have purchased an item or service if your payments to these vendors have exceeded \$200 this year. Please amend your report by providing the mailing address, date, amount, and purpose of such payments as required by 11 CFR §104.9(b).

-Line 21(b) of the Detailed Summary Page of your report discloses a total of \$0 in other federal operating expenditures. The sum of the entries itemized on Schedule B, however, indicates the total to be \$5,505.49. Please amend your report to clarify the discrepancy.

-Please amend your report to accurately disclose the year of receipt on all Schedule A's of your report.

-Your report includes computer produced formats of the Detailed Summary Page. 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

THE DEMOCRATIC PARTY OF ARKANSAS FEDERAL ACCOUNT

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 FEC, can help you complete and file your reports electronically. It installs easily, computerizes every schedule in the FEC FORM 3X, contains features to help you avoid common errors, allows you to file electronically, and has free technical support for your questions. You may obtain your free copy by downloading FECfile from our web site, <http://www.fec.gov>, or by calling the Electronic Filing Office at (202) 694-1307.

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

Sincerely,



Neil Evans  
Reports Analyst  
Reports Analysis Division

