



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

December 21, 2000

F. Arthur Nerret, Treasurer
Maximus Inc. Political Action
Committee (MAXPAC)
1356 Beverly Road
McLean, VA 22101

Identification Number: C00343707

Reference: Year End (7/01/99-12/31/99) April Quarterly (1/01/00-3/31/00) and July Quarterly (4/01/00-6/30/00) Reports

Dear Mr. Nerret:

This letter is to inform you that as of December 20, 2000 the Commission has not received your response to our requests for additional information dated November 29, 2000. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

An adequate response must be received at the Commission by January 10, 2001. 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.

If you should have any questions regarding this matter, please contact Andrea Wilkens 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

Enclosures



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

F. Arthur Nerret, Treasurer
Maximus Inc. Political Action
Committee (MAXPAC)
1356 Beverly Road
McLean, VA 22101

Identification Number: C00343707

NOV 29 2000

Reference: July Quarterly Report (4/01/00-6/30/00)

Dear Mr. Nerret:

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:

-The beginning cash balance of this report should equal the ending balance of your April Quarterly Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

-The totals listed on Lines 6(c) and 11(a)(ii), Column B of the Summary and Detailed Summary Pages appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B totals. Please amend your report and any subsequent reports that may be affected by this correction.

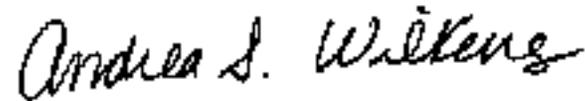
-Your calculations for Line 30, Column A appear to be incorrect. FEC calculations disclose this amount(s) to be \$15,750. Please provide the corrected total(s) on the Detailed Summary Page.

-Line 11(a)(i) of the Detailed Summary Page of your report discloses a total of \$9,435.58 in contributions from individuals. The sum of the entries itemized on Schedule A, however, indicates the total to be \$7,644.81. Please amend your report to clarify the discrepancy.

-For your information, each category on the Detailed Summary Page for which your committee discloses activity must have a separate schedule. Please note this for future filings.

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,



Andrea S. Wilkens
Senior Reports Analyst
Reports Analysis Division

