



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

October 27, 2004

RQ-2

Carol Michaelsen, Treasurer
Preston Gates Ellis & Rouvelas Meeds LLP PAC
1735 New York Avenue NW, Suite 500
Washington, DC 20006

Response Due Date:
November 26, 2004

Identification Number: C00213173

Reference: Amended June Monthly Report (5/1/04-5/31/04), received 9/17/04

Dear Ms. Michaelsen:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

- Please amend Schedule B supporting Line 23 by providing the office sought, state, and congressional district for each contribution made. 11 CFR §104.3(b)(3)(ii) and (v)
- Please identify the name and address of the payee for the in-kind contribution(s) disclosed on Schedule B for Line 23.

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. 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.