



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

P. James Nicholson, Treasurer  
Maine Republican Party  
76 Silver Street  
Waterville, ME 04901

MAR 16 1994

Identification Number: C00003111

Reference: Year End Report (7/1/93-12/31/93)

Dear Mr. Nicholson:

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 discloses no payments for administrative expenses. Each committee utilizing separate federal and non-federal accounts is required to allocate any administrative expenses between the accounts in proportion to the BALLOT COMPOSITION METHOD derived from FEC Schedule H1. See 11 CFR §106.5(d)

In addition, Schedules H3 and H4 must be filed to properly allocate administrative costs between accounts on reports filed during the year. Please refer to 11 CFR §§106.5 and 104.10(b)(1).

-The identification of each contributor, including the person's occupation and name of employer, must be provided if the person has contributed in excess of \$200 in the aggregate during the calendar year. Please amend Schedule A supporting Line 11(a)(i) for each entry lacking a contributor's occupation and name of employer.

Note: If your committee has made at least one effort per solicitation, either by a written request or by an oral request documented in writing to obtain this information from the contributor, your committee may have exercised "best efforts." Under 11 CFR 104.7(b), such effort shall consist of a clear request for the information (i.e., name, mailing address, occupation, and name of employer) which request informs the contributor that the reporting of such information is required by law. If you believe that your committee satisfies the "best efforts" provision, you should provide a copy of your solicitation or an explanation of

3  
7  
1  
5  
7  
3  
8  
3  
8  
3  
4  
3  
4

the method(s) used to obtain contribution information. Clarification regarding "best efforts" should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. 11 CFR §104.3(a)(4)(i)

-Schedule D supporting Line 10 of the Summary Page discloses debts owed to your non-federal account totalling \$75,652. 11 CFR §106.5 and 106.6 require all shared expenses be paid from the federal account with the non-federal account transferring-in its share of the expense no more than 10 days before or 60 days after payment by the federal account.

The outstanding debt owed to your non-federal account must be paid immediately, as it represents a subsidization of federal activity by your non-federal account. Such activity is a violation of 11 CFR §102.5.

Although the Commission may take further legal steps concerning this prohibited activity, your prompt payment of the debt will be taken into consideration.

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. My local number is (202) 219-3580.

Sincerely,



Andrew J. Dodson  
Senior Reports Analyst  
Reports Analysis Division

94038471574

2 4 0 3 8 8 7 1 5 7 5

9 4 0 3 8 5 5 4 1 7 9