



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

August 11, 1994

Genie Norris, Treasurer
Democratic Congressional Campaign
Committee
430 South Capitol Street
Washington, DC 20003

Identification Number: C00000935

Reference: February Monthly (1/1/93-1/31/93), March Monthly (2/1/93-2/28/93), April Monthly (3/1/93-3/31/93), May Monthly (4/1/93-4/30/93), June Monthly (5/1/93-5/31/93), July Monthly (6/1/93-6/30/93), August Monthly (7/1/93-7/31/93), September Monthly (8/1/93-8/31/93), October Monthly (9/1/93-9/30/93), November Monthly (10/1/93-10/31/93), December Monthly (11/1/93-11/30/93), Year End (7/1/93-12/31/93), February Monthly (1/1/94-1/31/94), March Monthly (2/1/94-2/28/94), April Monthly (3/1/94-3/31/94) and May Monthly (4/1/94-4/30/94) Reports

Dear Ms. Norris:

This letter is to inform you that as of August 10, 1994, the Commission has not received your response to our requests for additional information dated July 20, 1994. 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).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Andrew Dodson on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosures

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FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

Genie Norris, Treasurer
Democratic Congressional Campaign
Committee
430 South Capitol Street
Washington, DC 20003

JUL 20 1994

Identification Number: C00000935

Reference: March Monthly Report (2/1/94-2/28/94)

Dear Ms. Morris:

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 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 attempts, either by a written request or by an oral request documented in writing to obtain this information from each contributor, your committee may have exercised "best efforts." Under revised 11 CFR 104.7(b), such effort shall consist of an initial clear and conspicuous request for the name, mailing address, occupation, and name of employer of each individual who has contributed over \$200 in the calendar year which informs the contributor that the reporting of such information is required by law. If necessary, your committee must make a written follow-up request or an oral follow-up request documented in writing, within thirty days with no additional solicitation. Subsequently, the committee should report any changes provided by the contributor or any additional information which is in the committee's records. If you believe that your committee satisfies the "best efforts" provision, you should provide a copy of your solicitation or an explanation of 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)

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-Schedule H4 of your reports disclose negative disbursements for refunds or reimbursements from various vendors. Please clarify the exact nature and purpose of these transactions. If these transactions represent actual receipts from these vendors the receipt should be disclosed on Line 15 of the Detailed Summary Page, and itemized on Schedule A when receipts from a single source aggregate greater than \$200 in a calendar year. Please amend your report(s) accordingly.

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

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