

ETEXT ATTACHMENT

03/03/2003 13 : 31

March 3, 2003

Jane Parks, Reports Analyst
Reports Analysis Division
Federal Election Commission
999 E. Street, NW
Washington, D.C. 20463

Identification Number: _C00135368

Reference: 0

FEC letter dated 11/27/02 in response to Amended July Monthly Report (6/1/02-6/30/02), received 11/4/02

FEC letter dated 11/27/02 in response to Amended September Monthly Report (8/1/02-8/31/02), received 10/16/02

Dear Ms. Parks:

This letter is in response to the Commission's request that a response or an amendment be made to the reports mentioned above. The Commission's request was in the form of two separate letters, each dated 11/27/02, which were sent to Margaret Conway, Treasurer. As we have discussed with the Commission in the past, all correspondence should be directed to our San Francisco headquarters. Due to the letters being address to Margaret Conway, National Political Director, with the address of our San Francisco headquarters the letters were first received in San Francisco. However, because Margaret works in Washington DC our mailroom rerouted the letter to her there and then after subsequently receiving it in DC it was necessary to reroute the letters back to San Francisco. As you can imagine this process is extremely inefficient and time consuming and results in a significant time lag between the letter being sent by the FEC and it being received by the appropriate parties in San Francisco. All FEC reporting is performed in San Francisco therefore it is appropriate to send related correspondence to the following address:

Sierra Club, Attn: Jane Kraft
85 Second Street, 2nd floor
San Francisco, CA 94105

Please update your records accordingly as the error in address/recipient has caused a delay in our ability to respond to your inquiries. We are currently working on the appropriate responses/amendments which will be filed as soon as possible. Do not hesitate to contact me at (415) 977-5658 if you have any questions.

Sincerely,

Jane Kraft
Sierra Club Political Committee