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2002 JUN -5 A 11: 16

May 23, 2002

Federal Election Commission
Attn: Erik W. Koeppe
999 E Street NW
Washington, D.C. 20463

Re: ID# C00044776

Dear Mr. Koeppe:

In response to your request for more information, May 8, 2002, the following process is used by the Alabama Republican Party to obtain required information for reporting purposes.

1. A disclaimer, which includes a request for employer/ occupation, is always printed on the solicitation. The one currently used by the Alabama Republican Party is:

"Paid for by the Alabama Republican Party. Contributions are not deductible for Federal income tax purposes. Proceeds are deposited into a federal account unless prohibited by law or designated for the state accounts. Federal law requires political committees to use our best efforts to collect and report the name, mailing address, occupation and name of employer for each individual whose contributions aggregate in excess of \$200 in a calendar year."

2. If the employer and occupation are not provided, a letter (sample letter enclosed) or phone call is initiated and both are documented by either a copy of the letter or a written note of the phone call and filed.

3. Traditionally, 'SE' has been used for 'Self-Employed' from the inception of the campaign manager software. This can be changed in all records. May I ask if this would need to be in the form of an amendment? The 2001 Year End Report has Mr. Robert Bohannon's occupation as 'Government,' which was on his response card. A request to better identify his occupation has been mailed to him.

Sincerely,

Abbie Wiersma
Assistant Treasurer

Enclosures



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JUN 05 11:16

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«MAILNAME»

«ADDRESS1»

«ADDRESS2»

«CITY», «STATE» «ZIP»

Dear «SALUTATION»:

On behalf of the Alabama Republican Party, we thank you for your generous contribution. The commitment you have made will have a direct bearing on the success of our goals.

The strict regulations of the Federal Election Commission require that we obtain the following information regarding employment. Please, complete this information and return it to us in the enclosed envelope as soon as possible. You may also fax the form to us at (205) 978-2510.

Employer _____ Occupation _____

We appreciate your assistance with helping us to comply with all federal requirements.

Again, thank you for your support. Please do not hesitate to contact us at (205) 978-2500 should you have any questions.

Sincerely,

Abbie Wiersma
Administrative Director

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

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