



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-5

Jane G. Mattoon, Treasurer  
Keep Our Majority Political Action Committee  
6344 Cavalier Corridor  
Falls Church, VA 22044

Identification Number: C00307405

MAR - 5 1999

Reference: Year End Report (11/24/98-12/31/98)

Dear Ms. Mattoon:

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 an in-kind contribution(s) made on behalf of a federal candidate(s). The original payments for the goods and services have been itemized as operating expenditures and included in the total for Line 21 of the Detailed Summary Page.

For future reporting, it is recommended that the amount of such activity be subtracted from Line 21 and added to Line 23 of the Detailed Summary Page. This method of reporting would clarify for the public record the total amount of contributions to federal candidates (including in-kind contributions) by reflecting them on Line 23 of the Detailed Summary Page.

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 694-1130.

Sincerely,

Lucy J. Denny  
Reports Analyst  
Reports Analysis Division

