



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

H. Thomas Hannagan, Treasurer
Democratic State Committee Delaware
P.O. Box 2065
Wilmington, DE 19899

APR 5 1995

Identification Number: C00211763

Reference: Amended October Quarterly Report (8/22/94-9/30/94)
dated 1/24/95

Dear Mr. Hannagan:

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:

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule H4 of your report to clarify the following descriptions: admin-petty cash and admin-supplies. For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please amend Schedule B supporting Line 23 by providing the full name, address, office sought including state and congressional district, if applicable and election designation for each in-kind contribution made to a federal candidate or political committee. 11 CFR §104.3(b)(3)(ii) and (v)

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,

Neil Evans
Reports Analyst
Reports Analysis Division

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