



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

March 25, 2014

KELLY C. WARD, TREASURER  
DEMOCRATIC CONGRESSIONAL CAMPAIGN  
COMMITTEE  
430 SOUTH CAPITOL STREET, SE 2ND FLOOR  
WASHINGTON, DC 20003

**Response Due Date**  
**04/29/2014**

IDENTIFICATION NUMBER: C00000935

REFERENCE: AMENDED DECEMBER MONTHLY REPORT (11/01/2013 - 11/30/2013),  
RECEIVED 02/14/2014

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 4 item(s):

1. Schedule A supporting Line 11(a)(i) discloses a voided check(s) from individual contributors, however, it appears that the original contribution(s) has not been reported by your committee. Please amend the report covering the period(s) during which the contribution(s) was disbursed and disclose the original date of the contribution.
2. Schedule B supporting Line 21(b) discloses disbursements to credit card companies. When reporting payments to credit card companies, if the payment to the original vendor aggregates in excess of \$200 in a calendar year, you must itemize the name of the original vendor, address, date, amount, and purpose as a memo entry as well as clearly identify the credit card payment to which each memo entry relates. Please amend your report to include the missing information or provide clarifying information if memo items are not required. (11 CFR § 104.9)
3. Schedule B of your report discloses reimbursements to individuals for "Seminar/ Staff Training" and "Generic Cmte. List Rental." Please be advised that when itemizing reimbursements to individuals for goods or services, if the payment to the original vendor aggregates in excess of \$200 in a calendar year, a memo entry including the name and address of the original vendor, as well as

## DEMOCRATIC CONGRESSIONAL CAMPAIGN COMMITTEE

Page 2 of 3

the date, amount and purpose of the original purchase must be provided. Please amend your report to include the missing information and clearly identify on the Schedule B, which reimbursement each memo entry relates to. If itemization is not necessary, you must indicate so in an amendment to this report. 11 CFR §§104.3(b)(3)(i) and 104.9, and Advisory Opinions 1992-1 and 1996-20, footnote 3

4. Schedule B supporting Line 28(a) discloses a refund of a contribution received from "Irish Kippycash," "Dianne Grimmett," and "Frederick Reardon." However, it appears that this contribution was not previously reported by your committee. Please amend the appropriate report(s) to disclose the original contribution or provide clarifying information. (2 U.S.C. § 434(b) and 11 CFR § 104.3(a) & (b))

- On Schedule(s) B of your report you have disclosed a transaction(s) for \$0.00. For your information and consideration when preparing future filings, only transactions with an actual monetary value should be itemized on your report. If the amount for this transaction(s) was entered in error, please amend your report to include the correct amount(s). (11 CFR §104.3)

- Your report discloses certain categories of financial activity that have been reflected on the wrong lines of the Detailed Summary Page. For your information and consideration when preparing future filings, contributions from other political committees (including candidate committees) should be properly disclosed on a separate Schedule(s) A, supporting Line(s) 11(c) of the Detailed Summary Page. Please refer to the instructions for each line when determining the proper categorization(s) for your next filing. (2 U.S.C § 434(b) and FORM 3X Instructions)

**Please note, you will not receive an additional notice from the Commission on this matter.** Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action. **Requests for extensions of time in which to respond will not be considered.**

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any

DEMOCRATIC CONGRESSIONAL CAMPAIGN COMMITTEE

Page 3 of 3

questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1164.

Sincerely,

A handwritten signature in black ink that reads "Nicole Miller". The signature is written in a cursive, flowing style.

Nicole Miller  
Senior Campaign Finance Analyst  
Reports Analysis Division

317