



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Wayne Hammon, Treasurer
National Association of Wheat Growers
Political Action Committee (WHEATPAC)
415 2nd Street, NE, Suite 300
Washington, DC 20002

MAR 22 2000

Identification Number: :C00139964

Reference: Year End Report (7/1/99-12/31/99)

Dear Mr. Hammon:

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:

-The Summary Page discloses \$44,041.13 on Line 6(c), Column B but the Detailed Summary Page shows the Line 19, Column B total to be \$32,226.70. These figures should be the same. Please amend your report accordingly.

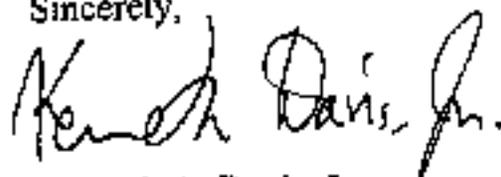
-Line 28(a) of the Detailed Summary Page discloses refunds of contributions to individuals/persons during the reporting period. If this figure includes any refunds to individuals/persons, that were previously itemized on Schedule A, please amend your report by itemizing the refunds on Schedule B. 2 U.S.C. §434(b)(4)(F)

-Schedule B supporting Line 23 discloses contributions to federal candidates for which no election designation has been provided. Please note that if no designation is included in your report, the contributions will be attributed to the next upcoming election for the recipient candidate. Thus, for future reporting purposes, it is in your committee's interest to designate the appropriate election in order to avoid the appearance of excessive contributions made to federal candidates by your committee.

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 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

A handwritten signature in cursive script that reads "Kenneth A. Davis, Jr." The signature is written in black ink and is positioned above the typed name.

Kenneth A. Davis, Jr.
Reports Analyst
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every receipt, invoice, and bill should be properly filed and indexed for easy retrieval. This is particularly crucial for businesses that deal with a large volume of transactions, as it helps in identifying discrepancies and ensuring compliance with tax regulations.

Next, the document addresses the issue of budgeting and financial forecasting. It suggests that businesses should regularly review their financial statements to assess their current financial health and make necessary adjustments to their budget. This involves comparing actual performance against the budgeted figures and identifying areas where costs are exceeding expectations.

The third section focuses on the importance of maintaining a strong relationship with suppliers and vendors. It highlights that timely payments and clear communication are essential for ensuring a steady flow of goods and services. Businesses should establish clear terms and conditions with their suppliers and ensure that all invoices are paid on time to avoid any potential penalties or disruptions in the supply chain.

Finally, the document discusses the importance of staying up-to-date with the latest financial regulations and tax laws. It advises businesses to consult with a professional accountant or tax advisor to ensure that they are fully compliant with all applicable laws. This is especially important in light of the frequent changes in tax legislation, which can have a significant impact on a business's bottom line.