



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

October 12, 2011

KAREN PICHKHADZE, TREASURER
NORPAC
PO BOX 1543
ENGLEWOOD CLIFFS, NJ 07632

Response Due Date
11/16/2011

IDENTIFICATION NUMBER: C00247403

REFERENCE: JULY MONTHLY REPORT (06/01/2011 - 06/30/2011)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(s) 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 3 item(s):

1. Schedule A of your report discloses earmarked contributions totaling \$3,250, with no corresponding entries on Schedule B. Pursuant to 11 CFR §110.6(c)(1)(v), all earmarked contributions that have passed through a conduit's account must be itemized on the receipt (Schedule A) and disbursement (Schedule B) schedules, regardless of amount. All earmarked contributions that have been forwarded in the form of the contributor's check or written instrument must be itemized as memo entries on the receipt (Schedule A) and disbursement (Schedule B) schedules, regardless of the amount. Please amend your report to clarify these discrepancies.
2. On Schedule B of your report, you have disclosed disbursements to a other political committee. Commission regulations require that these itemized disbursements include the recipient's full name, complete address, date, amount, purpose, state, office sought (House, Senate, or President), and district (if applicable). Please amend your report to include the recipient's full name and complete address. (11 CFR §104.3 (b)(3))
3. Schedule A supporting Line 11(a)(i) of your June Monthly (5/1/11 - 5/31/11) and July Monthly (6/1/11 - 6/30/11) Reports combined disclose earmarked contributions with the transaction description of **"earmark-portman" totaling \$18,170.00**. Schedule B supporting Line 23 of your July Monthly Report (6/1/11 - 6/30/11), however, **discloses a contribution to "PortPAC" totaling \$18,170.00**. Please amend your report(s)

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to clarify this apparent discrepancy. Please be advised that "Promoting Our Republican Team PAC " is the unauthorized leadership PAC of Rob Portman.

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 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) 694-1169.

Sincerely,



Kevin Fortkiewicz
Campaign Finance Analyst
Reports Analysis Division