



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

MAR - 5 1997

Alan G. Levin, Treasurer
Pfizer Inc. PAC
235 East 42nd Street
New York, NY 10017

Identification Number: C00016683

Reference: 12 Day Pre-General Report (10/1/96-10/16/96)

Dear Mr. Levin:

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 the receipt this period of a \$32,000 loan from Summit Bank. In addition to reporting a new loan from a lending institution on Schedules A, C and C-1, you must provide a copy of the loan agreement. Please amend your report to provide a signed copy of the loan agreement. 11 CFR §104.3(d)(2)

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,

Amy Suzanne Reynolds
Reports Analyst
Reports Analysis Division

