



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

November 14, 1996

Lynn R. Coleman, Treasurer  
Skadden Arps PAC  
1440 New York Avenue NW  
Washington, DC 20005

Identification Number: C00232629

Reference: July Quarterly Report (4/1/96-6/30/96)

Dear Ms. Coleman:

On October 23, 1996, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

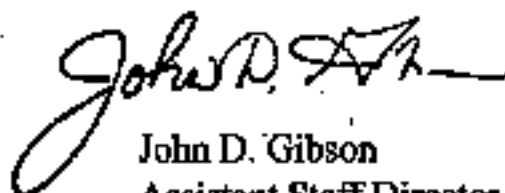
Your October 28, 1996 response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

-Your committee improperly redesignated contributions. The correct method for reporting redesignated contributions for these candidates is as follows: If a contribution to a candidate is redesignated after the close of books for the reporting period, show the redesignation on the next report as a memo entry on Schedule A and indicate the date of the original contribution and the date of the redesignation. An example of a properly redesignated contribution from the Campaign Guide for Nonconnected Committees is provided for your assistance. Please make all of the necessary redesignations for the previously referenced contributions.

If this information is not received by the Commission within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions related to this matter, please contact Debbie Manzano on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

A handwritten signature in black ink, appearing to read "John D. Gibson". The signature is written in a cursive style with a long, sweeping underline.

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure

## Redesignations of Contributions

Use *memo entries* to show any redesignations of contributions.

If a contribution to a candidate is redesignated for a different election after the close of books, show the redesignation on the next report and indicate the report on which the original contribution was itemized.

In this illustration, the committee originally made a \$10,000 contribution to a candidate's campaign, intending half of it to count toward the general election. The committee itemized the contribution in its April quarterly report. The following month, the campaign requested that the committee redesignate the excessive \$5,000 for the general election campaign. The committee itemized the redesignation in its July quarterly report.

## Refunds Made by the Committee

When a committee refunds a contribution to a donor, the committee must include the disbursement in the total for the appropriate category of refund on the Detailed Summary Page (Line 2B(a), (b) or (c)). If the committee previously itemized the incoming contribution on Schedule A, then it must itemize the refund on a Schedule B for the appropriate line number, 104.8(d)(4).

(A committee may return a contribution to the donor without depositing it, although the return must be made within 10 days of the treasurer's receipt of the contribution, 103.3(a). In this case, the committee does not have to report either the receipt or the return of the contribution.)

## ORIGINAL DESIGNATION, APRIL REPORT

SCHEDULE B ITEMIZED DISBURSEMENTS		Use separate subcategory for each category of the Detailed Summary Page	PAGE	OF
Contributions to Federal Candidates			FOR LINE NUMBER 2B	
Any information copied from such reports and statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.				
NAME OF COMMITTEE (in Full) Fund for a Better Government				
A. Full Name, Mailing Address and ZIP Code Friends of Tom Duncan 818 Beecher Street City, State ZIP	Report of Disbursement Tom Duncan, House candidate 25th (State)	Date (month, day, year) 8/25/94	Amount of Cash Disbursement This Period \$10,000.00	
Disbursement for: <input type="checkbox"/> Party <input type="checkbox"/> General <input type="checkbox"/> Other (specify)				

## REDESIGNATION, JULY REPORT

SCHEDULE B ITEMIZED DISBURSEMENTS		Use separate subcategory for each category of the Detailed Summary Page	PAGE	OF
Contributions to Federal Candidates			FOR LINE NUMBER 2B	
Any information copied from such reports and statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.				
NAME OF COMMITTEE (in Full) Fund for a Better Government				
A. Full Name, Mailing Address and ZIP Code Friends of Tom Duncan 818 Beecher Street City, State ZIP	Report of Disbursement Tom Duncan, House candidate, 25th (State)	Date (month, day, year) 8/25/94 (disclosed in April Quarterly)	Amount of Cash Disbursement This Period \$10,000 MEMO \$5,000 MEMO (Redesignation)	
Disbursement for: <input type="checkbox"/> Party <input checked="" type="checkbox"/> General <input type="checkbox"/> Other (specify)		4/21/94		

