



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

February 5, 2015

MICHELE HYNDMAN, TREASURER  
VIRGIN ISLANDERS FOR PLASKETT  
PO BOX 26502  
CHRISTIANSTED, VI 00824

**Response Due Date**  
**03/12/2015**

IDENTIFICATION NUMBER: C00528182

REFERENCE: OCTOBER QUARTERLY REPORT (07/14/2014 - 09/30/2014)

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 5 item(s):

1. On Schedule B supporting Line 17 of your report, you have itemized disbursements for which you have failed to include the address. Please amend your report to include the missing information. (11 CFR § 104.3(b)(4))
2. Itemized disbursements must include a brief statement or description of why each disbursement was made. Please amend Schedule B supporting Line 17 of your report to clarify the following description(s): "Consultation" and "Event." For further guidance regarding acceptable purposes of disbursement, please refer to 11 CFR 104.3(b)(4)(i)(A).

Additional clarification regarding inadequate purposes of disbursement published in the Federal Register is available on the FEC website at [www.fec.gov/law/policy/purposeofdisbursement/inadequate\\_purpose\\_list\\_3507.pdf](http://www.fec.gov/law/policy/purposeofdisbursement/inadequate_purpose_list_3507.pdf). A non-exhaustive list of acceptable purposes is also available on the FEC website at <http://www.fec.gov/rad/pacs/documents/ExamplesofAdequatePurposes.pdf>.

3. Schedule B of your report discloses reimbursements to individuals for the attached disbursement(s). 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 an election cycle, a memo entry including the name and address of the original vendor, as well as the date,

## VIRGIN ISLANDERS FOR PLASKETT

Page 2 of 3

amount and purpose of the original purchase must be provided. Please amend your report to include the missing information on Schedule B and clearly identify each memo entry supporting a reimbursement. If itemization is not necessary, you must indicate so in an amendment to this report. (11 CFR §§ 104.3(b)(4)(i) and 104.9, and Advisory Opinions 1992-1 and 1996-20, footnote 3)

4. Schedule B of your report discloses disbursements with the purpose per diem that appear to be made from petty cash. Please be advised that cash disbursements to any person or vendor for any single purchase or transaction may not exceed \$100. If payments to the original vendor exceed \$200 in an election cycle, a memo entry including the name of the original vendor as well as address, date, amount, and purpose of the original purchase must be provided. Please amend your report to include the missing information or provide clarifying information if memo items are not required. (52 U.S.C. §30102(h)(2) (formerly 2 U.S.C. §432(h)(2)) and 11 CFR § 102.11)

5. Schedule B of your report discloses reimbursements to individuals for the following travel-related disbursement(s): "Airline Tickets," "DC CBC Travel Expense" and "Travel to DC." When the reimbursement amount to individuals for travel and subsistence advances exceeds \$500, the payments by staff to any one vendor that make up the reimbursement may have to be itemized. For example, if the related payments to any one vendor aggregate in excess of \$200 for the election cycle, the staff advance payment to the vendor must also be itemized in a memo entry for that reimbursement. Each memo entry must include the complete name and address of the original vendor, as well as the date, amount, and detailed purpose of the advance. If itemization is not necessary for a particular reimbursement to staff in excess of \$500, you must indicate so in an amendment to this report. Please amend your report to include the missing or clarifying information. See Advisory Opinion 1996-20 for additional clarification. (11 CFR § 104.9)

**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.**

VIRGIN ISLANDERS FOR PLASKETT

Page 3 of 3

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) 694-1132.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Jones", written in a cursive style.

Chris Jones  
Campaign Finance Analyst  
Reports Analysis Division

**Incorrectly Reported Disbursements  
Virgin Islanders for Plaskett (C00528182)**

**Reimbursements to Individuals for Non-Travel Purposes**

<b>Name</b>	<b>Date</b>	<b>Amount</b>	<b>Purpose</b>
Ashley, Lee	9/25/2014	\$600.00	Photos
Clarke, Monae	8/21/2014	\$250.00	Phone banking
Garcia, Delmin	9/18/2014	\$567.17	Reimbursement
Garcia, Delmin	8/12/2014	\$0.00	Reimbursement for bank overdraft
Garcia, Verna	9/1/2014	\$600.00	Reimburse cover bank OD
Picou, Jean	9/24/2014	\$500.00	Ad materials
Plaskett, Stacey	9/12/2014	\$1,300.00	Back to school
Plaskett, Stacey	9/1/2014	\$2,100.00	Back to school announcement
Plaskett, Stacey	7/30/2014	\$109.00	Breakfast for pollers
Plaskett, Stacey	8/1/2014	\$350.00	Election day drivers
Plaskett, Stacey	7/25/2014	\$925.00	Primary Election expense
Plaskett, Stacey	9/30/14	\$2,870.00	Radio ads
Rhymer, Bruce	8/21/14	\$250.00	Phone banking
Todman, Stephan	8/21/14	\$250.00	Phone banking