



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20461

RQ-2

December 7, 2004

David S. Limbaugh, Treasurer  
Team Emerson for Jo Ann Emerson  
P.O. Box 822  
Cape Girardeau, MO 63702

**Response Due Date:**  
**January 6, 2005**

Identification Number: C00320457

Reference: October Quarterly Report (7/15/04-9/30/04)

Dear Mr. Limbaugh:

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. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Your report contains incorrect Column B figures for Lines 6(a), 6(c), 7(a), 11(a)(iii), 11(c), 11(e), 15, 16, 17, 21 and 22 of the Summary and Detailed Summary Page information. When aggregating and reporting receipts and disbursements, candidate committees are required to disclose their activity on an election-cycle basis, from 11/6/02 to 11/2/04. Please amend your report to show election cycle-to-date figures for all aggregate amounts. (2 U.S.C. §434(b))

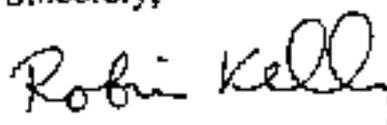
-Schedule A of your report indicates that your committee may have failed to file one or more of the required 48 hour notices regarding "last minute" contributions received by your committee after the close of books for the 12 Day Pre-Primary report (see attached). A principal campaign committee must notify the Commission, in writing, within 48 hours of any contribution of \$1,000 or more received between two and twenty days before an election. These contributions are then reported on the next report required to be filed by the committee. To ensure that the Commission is notified of last minute contributions of \$1,000 or more to your campaign, it is recommended that you review your procedures for checking contributions received during the aforementioned time period. The failure

to file 48-hour notices may result in civil money penalties or legal enforcement action. If any contribution of \$1,000 or more was incorrectly reported, you must amend your original report with the clarifying information. (11 CFR §104.5(f))

**Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. Requests for extensions of time in which to respond will not be considered. Failure to provide an adequate response by this date may result in an audit of the committee. 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.**

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) 694-1170.

Sincerely,



Robin Kelly  
Campaign Finance Analyst  
Reports Analysis Division

Missing 48-hour notices

Team Emerson for Jo Ann Emerson (C00320457)

October Quarterly Report (7/15/04-9/30/04)

Primary Election 2004

48 Hour Notice Period (7/15/04-7/31/04)

CONTRIBUTOR NAME	DATE	AMOUNT	ELECTION
Committee for Advancement of Cotton	7/26/04	\$1,000.00	P2004
DEPAC	7/26/04	\$1,000.00	P2004
SBA List Candidate Fund	7/29/04	\$1,228.54	P2004

