



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

May 29, 2003

Marie L. Craft, Treasurer
ORBPAC (The Political Action Committee
of Orbital Sciences)
21700 Atlantic Boulevard
Dulles, VA 20166

Identification Number: C00195263

Reference: Mid-Year (1/1/01-6/30/01), 30 Day Post-General (10/17/02-11/25/02)
and Year End (11/26/02-12/31/02) Reports

Dear Ms. Craft:

This letter is to inform you that as of May 28, 2003 the Commission has not received your response to our requests for additional information dated May 7, 2003. These notices request information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to these requests (copies enclosed).

An adequate response must be received at the Commission by June 13, 2003. 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, please contact Maureen Benitz on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or our local number (202) 694-1130.

Sincerely,

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosures



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

Marie L. Craft, Treasurer
ORB PAC (The Political Action Committee
of Orbital Sciences)
21700 Atlantic Boulevard
Dulles, VA 20166

MAY 07 2003

Identification Number: C00195263

Reference: 30 Day Post-General Report (10/17/02-11/25/02)

Dear Ms. Craft:

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 calculations for Line 8 appear to be incorrect. Cash-on-hand at the close of the current reporting period should always equal the closing calendar year-to-date cash-on-hand amount. Please provide the corrected total on the Summary Page.

A response or 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. 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 need assistance, please feel free to contact me on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division). My local number is (202) 694-1130.

Sincerely,

Maureen Benitz
Campaign Finance Analyst
Reports Analysis Division

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