



FEDERAL ELECTION COMMISSION  
WASHINGTON D.C. 20463

RQ-2

Carol Lottice, Treasurer  
Chevron Employees Political Action  
Committee  
575 Market Street, Room 908  
San Francisco, CA 94105

DEC 8 1999

Identification Number: C00035006

Reference: July Monthly Report (6/1/99-6/30/99)

Dear Ms. Lottice:

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:

-Line 6(a) of the Summary Page represents the total cash-on-hand as of January 1, 1999. This figure should be the same on all the reports covering the calendar year. Please amend your report to clarify the change made in Line 6(a).

-The beginning cash balance of this report should equal the ending balance of your June Monthly Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

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) 694-1130.

Sincerely,

A handwritten signature in cursive script, appearing to read "Lucy J. Denny".

Lucy J. Denny  
Reports Analyst  
Reports Analysis Division

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