Bob Brady for Congress

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May 15, 2000

Ms. Robin Kelly
Reports Analyst
Federal Election Commission
999 E Street, NW
Washington, DC 20463

CERTIFIED MAIL –
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2000 MAY 19 P 2:22

Dear Ms. Kelly:

This letter is in response to your letter dated May 2, 2000 in reference to our Year End Report for July 1,1999 through December 31,1999 (see attached copy of your letter). As you know, your inquiry asked for clarification on two items: first; a description of our "best efforts" process pertaining to ascertaining missing contributor information, and second; an amendment to clarify a Schedule B, Line 21 contribution to a Federal candidate.

Our "best efforts" process for obtaining missing contributor information generally adheres to prescribed guidelines. Upon receipt and deposit of a contribution in which information is needed, we send the donor a 'form letter' (see enclosed 'pro forma' copy) with return envelope enclosed, that asks for the needed items. Our second, follow-up step is almost a duplicate of our first. Approximately 21 days after our first attempt, we sent the donor another 'form letter' requesting the information needed for compliance. Any information received through either mailing is generally reported in a subsequent report filing.

The other item questioned in your May 2, 2000 letter was clarification on a contribution made to a Federal candidate as reported on Schedule B, line 21.

Pursuant to your telephone conversation with my associate on Friday May 12, 2000, we are providing sample copies of our "best efforts" materials, as indicated above and will be filing an amended memo Schedule A for items as needed, on our next report. We are also providing an amended Schedule B, as requested by you, to clarify the Federal candidate contribution in question (see enclosed amended Schedule B).

During the same telephone conversation with my associate, you also asked that we provide an amendment to Schedule C to clarify a due date on a loan from our Committee. This requested item is also enclosed.

I hope this satisfies your inquiries of May 2, 2000. If anything further is needed please do not hesitate to contact me.

Sincerely,
Michael G. Horsey
Michael G. Horsey, CPA
Treasurer