



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

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Craig S. Brightup, Treasurer
National Roofing Contractors Association
(ROOFFAC)
324 Fourth Street, NE
Washington, DC 20002

MAR 28 2003

Identification Number: C00244863

Reference: Change in Filing Frequency

Dear Mr. Brightup:

The Commission has received notification of your change from a monthly filer to a quarterly filer of receipts and disbursements. Note that during years which have no scheduled federal election, quarterly filers are required only to file semi-annually. Please be advised that under Section 104.5(c) of the Commission regulations, a committee may change its filing frequency no more than once per calendar year. A reporting schedule is provided below for the 2003 calendar year.

Report Type	Coverage Dates	Reports Due For Filing
Mid-Year Report	1/1/03-6/30/03	July 31, 2003
Year End Report	7/1/03-12/31/03	January 31, 2004

If the Commission can be of further assistance to you in this matter, please do not hesitate to write or call (202) 694-1130. Our toll-free number is (800) 424-9530.

Sincerely,

Debbie Chacona

Debbie Chacona
Chief, Party/Non-Party Branch
Reports Analysis Division

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