



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

John E. Hoff, Treasurer
Owens-Illinois Inc. Employees Good
Citizenship Fund
One Seagate
Toledo, OH 43666

SEP 15 2000

Identification Number: C00034330

Reference: Mid-Year (1/1/99-6/30/99), Year End (7/1/99-12/31/99), April Quarterly (1/1/00-3/31/00) and July Quarterly (4/1/00-6/30/00) Reports

Dear Mr. Hoff:

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:

-Please amend Schedule B supporting Line 23 by providing the office sought (i.e. House, Senate, President) including state and congressional district, if applicable, for each contribution made. 11 CFR §104.3(b)(3)(ii) and (v)

-Your report includes a computer produced format(s) of Schedule A which is different from the format approved by the Commission previously. Please submit a separate sample format with a cover letter requesting approval of the new format. For future filings, please use only FEC approved formats.

Any amendment or clarification should be filed with the Federal Election Commission. 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,

Neil Evans
Reports Analyst
Reports Analysis Division