



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

MS-O

Lee Barfield, Treasurer
Volunteer PAC
2000 Glen Echo Road Suite 107
Nashville, TN 37215

Identification Number: C00341743

MAY 18 2001

Reference: Change in Filing Frequency

Dear Mr. Barfield:

The Commission has received notification of your change from a monthly filer to a quarterly filer of receipts and disbursements. Please be advised that under Section 104.5(c) of the Commission regulations, a committee may change its filing frequency only after notifying the Commission in writing of its intention at the time it files a required report under its current filing frequency. Such committee will then be required to file the next required report under its new filing frequency. In addition, a committee may change its filing frequency no more than once per calendar year. Since the Commission received your request for a change in filing frequency after the February Monthly filing date, your committee is required to file this report. A reporting schedule is provided below for the 2001 calendar year.

Report Type	Coverage Dates	Reports Due For Filing
February Monthly	1/1/01-1/31/01	February 20, 2001
March Monthly	2/1/01-2/28/01	March 20, 2001
April Monthly	3/1/01-3/31/01	April 20, 2001
Mid-Year Report	4/1/01-6/30/01	July 31, 2001
Year End Report	7/1/01-12/31/01	January 31, 2002

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
Chief, Party/Non-Party Branch
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. The text also highlights the need for regular audits and reconciliations to identify any discrepancies or errors in the accounting process.

Furthermore, the document outlines the various methods used to record transactions, such as the double-entry system. It explains how debits and credits are used to maintain the balance of the accounting equation. The text also discusses the importance of using standardized accounting principles and practices to ensure consistency and comparability of financial information.

In addition, the document touches upon the role of the accounting profession and the importance of ethical behavior. It stresses that accountants have a duty to provide accurate and unbiased information to their clients and the public. The text also mentions the various professional organizations and standards that govern the accounting profession.

Overall, the document provides a comprehensive overview of the accounting process and the importance of maintaining accurate records. It serves as a valuable resource for anyone interested in learning more about accounting and the role of accountants in the business world.