



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-1

September 25, 2007

Gerald S. McGowan, Treasurer
Friends of Mark Warner
201 North Union, Suite 350
Alexandria, VA 22314

**Response Due Date:
October 26, 2007**

Identification Number: C00438713

Reference: Filing dated 9/11/07

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the filing(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

You have failed to disclose an electronic mail address for your committee on your Statement of Organization (FEC Form 1). Commission Regulations require that all House and Senate committees provide the Commission with an electronic mail address for the purpose of receiving Notifications of Expenditures from Personal Funds (FEC Form 10) from other candidates in the same election. (11 CFR 102.2(a)(1)(vii) & (viii))

As of January 1, 2007, the Federal Election Commission will begin sending all courtesy mailings **exclusively by electronic mail**. Reporting reminders and mailings concerning changes in the law will no longer be sent to committees by U.S. mail. Please amend your Statement of Organization to include a current electronic mail address.

A copy of FEC FORM 1 can be downloaded from the FEC website at <http://www.fec.gov>, or requested through the FEC Faxline at (202) 501-3413.

Please note you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the

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committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

An amendment or clarification to this report should be filed with the Senate Public Records Office. Please contact the Senate Public Records Office at (202) 224-0322 for instructions on how and where to file an amendment. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1165.

Sincerely,



Rebecca Hough
Campaign Finance Analyst
Reports Analysis Division



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