



Travis County Democratic Party

Kirk Watson
Chair

RECEIVED
FEDERAL ELECTION
COMMISSION
MAIL ROOM

Mar 2 11 27 AM '95

February 23, 1995

VIA FAX NO. 202/219-3496

Mr. J. P. Andre, Report Analyst
Reports Analysis Division
Federal Election Commission
999 E. Street, N.W.
Washington, D.C. 20463

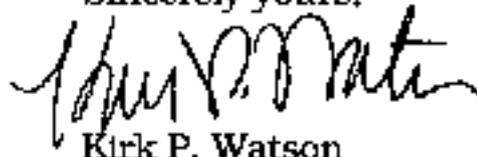
Dear Mr. Andre:

You have been sent a detailed response to your memorandum dated February 9, 1995 and addressed to me. I appreciate your calling these matters to my attention. I also greatly appreciate the way you have worked with us to assure that we provide the Commission with all the information it needs.

I want to let you know that we are taking action to assure that, to the best of our ability, the mistakes that were outlined in the memorandum do not occur in the future. To that end, I have instituted a number of requirements on the Party's staff regarding the mechanism for handling our federal account. Additionally, I have contacted Jane Hedgepeth at the Texas Democratic Party office. As you may know, she is considered to be an authority on issues related to the Federal Election Commission requirements. I have asked her to visit with our Party's staff and provide instruction related to the requirements of the Federal Election Commission. She will basically perform a "process audit" of our system and we will create a new system or enhance our current system in order to help us better comply with your requirements. It is my intention to upgrade our system and assure that it is a system that can be used as an example of the way it is supposed to be done.

Again, thank you for the manner in which you have helped me. If you have any questions or comments, do not hesitate to contact me.

Sincerely yours,



Kirk P. Watson



95032948076

Mr. J. P. Andre, Report Analyst
Reports Analysis Division
February 23, 1995
Page 2

KPW/lsw

cc: Bev Reeves
Tim Wellin

95039089747

Federal Election Commission
ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS

The Commission has added this page to the end of this filing to indicate how it was received.

Hand Delivered

DATE OF RECEIPT

First Class Mail

POSTMARKED

3-27-95

Registered/Certified Mail

POSTMARKED

No Postmark

Postmark Illegible

Received from the House Office of Records
and Registration

DATE OF RECEIPT

Received from the Senate Office of Public
Records

DATE OF RECEIPT

Other (Specify):

POSTMARKED

and/or DATE OF RECEIPT

SLB
PREPARER

3-3-95
DATE PREPARED

95039680748