



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-2

Steven T. Kean, Treasurer
Democratic Party of Wisconsin Federal
Account
222 State Street, Suite 400
Madison, WI 53703

JAN 29 2003

Identification Number: C00019331

Reference: Amended Year End Report (7/1/01-12/31/01), received 12/22/02 and
Amended July Quarterly Report (4/1/02-6/30/02), received 12/22/02

Dear Mr. Kean:

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:

-Schedule H4 discloses payments made to credit card companies for shared federal and non-federal activity. Please be advised that these payments must identify as memo entries, the original vendors from which you have purchased an item or service regardless of the amount. Please amend your report by providing the name and mailing address of the original vendor, along with the date, amount and purpose of each expenditure. 11 CFR §104.10.

A response or amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. 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,

Maureen Benitz
Campaign Finance Analyst
Reports Analysis Division

