



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

March 20, 2003

William H. Van Lopik, Treasurer
S. C. Johnson & Son Inc. Political Action
Committee (SCJPAC)
1525 Howe Street, Mail Station 469
Racine, WI 53403

Identification Number: C00342246

Reference: October Quarterly Report (7/1/02-9/30/02)

Dear Mr. Van Lopik:

This letter is to inform you that as of March 19, 2003 the Commission has not received your response to our request for additional information, dated February 26, 2003. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

An adequate response must be received at the Commission by April 9, 2003. 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 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.

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 have any questions regarding this matter, please contact Brandy Phillips on our toll-free number, (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division), our local number is (202) 694-1130.

Sincerely,

John D. Gibson
Assistant Staff Director
Reports Analysis Division



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20043

RQ-2

William H. Van Lopik, Treasurer
S. C. Johnson & Son Inc. Political Action
Committee (SCJPAC)
1525 Howe Street, Mail Station 469
Racine, WI 53403

FEB 26 2003

Identification Number: C00342246

Reference: October Quarterly Report (7/1/02-9/30/02)

Dear Mr. Van Lopik:

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:

-The beginning cash balance of this report should equal the ending balance of your July Quarterly Report (4/1-6/30). Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

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,

Brandy Phillips
Campaign Finance Analyst
Reports Analysis Division

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