



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Jane Mattoon, Treasurer
Keep Our Majority PAC
P.O. Box 20209
Alexandria, VA 22320

SEP 06 2002

Identification Number: C00307405

Reference: July Monthly Report (6/1/02-6/30/02)

Dear Ms. Mattoon:

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:

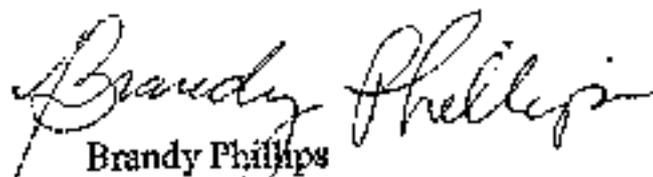
-Your report discloses in-kind activity which appears to be reported incorrectly. Please be advised that in-kind contributions should be disclosed as receipts on Schedule A and reflected on the appropriate line of the Detailed Summary Page. In addition, the value of the in-kind contributions must be added to the operating expenditures total on Line 21(b), in order to avoid inflating the cash-on-hand amount. 11 CFR §104.13(a)(2) Please amend your report to properly disclose the in-kind activity.

-The Detailed Summary Page, on Line 18 Column A of your report, discloses \$15,219.82 in transfers from the non-federal account for joint activity for the reporting period. However, Line 21 (a)(ii) Column A discloses \$11,187.81 as the non-federal share for joint activity for the reporting period. While the non-federal account is permitted to transfer funds to the federal account for shared activity, transfers for shared activity must be made within a 70-day time period: no more than 10 days before or 60 days after the payment to the vendor. 11 CFR §§106.5(g)(2) and 106.6(e)(2) Please clarify the nature of the transfers-in from the non-federal account.

The Commission recommends that you immediately transfer back to the non-federal account, the total excessive amount which was received by your federal account outside the 70-day time period. Although the Commission may take further legal action concerning this prohibited activity, your prompt action will be taken into consideration.

Any amendment or clarification should be filed with the Federal Election Commission. 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
Reports Analyst
Reports Analysis Division

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