



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

March 4, 2011

SANDY ZERKLE, TREASURER
8TH CONGRESSIONAL DISTRICT DEMOCRATIC
COMMITTEE
PO BOX 4278
EAST LANSING, MI 48826

Response Due Date
04/08/2011

IDENTIFICATION NUMBER: C00319681

REFERENCE: FEBRUARY MONTHLY REPORT (1/1/11 - 1/31/11)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report(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:

-Records at the Commission indicate that your committee should be following a quarterly filing schedule; however, the report you have recently filed indicates that you are following a monthly filing schedule. Please be advised that 11 CFR §104.5(c) requires political committees to notify the Commission prior to changing its reporting schedule. Please provide further clarification regarding your committee's filing schedule.

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due date noted above to be taken into consideration in determining whether audit action will be initiated. 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. **Requests for extensions of time in which to respond will not be considered.**

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 should have any questions regarding this matter or wish to verify the adequacy of your response, please contact Ian Wandner on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or his local number (202) 694-1176.

8TH CONGRESSIONAL DISTRICT DEMOCRATIC COMMITTEE

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Sincerely,

A handwritten signature in black ink, appearing to read "Jodi Winship". The signature is fluid and cursive, with the first name "Jodi" and last name "Winship" clearly distinguishable.

Jodi Winship
Assistant Branch Chief, Party/Non-Party
Reports Analysis Division

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