



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

August 13, 2019

VIVIAN GARZA-STEELE, TREASURER
ZACHRY CORPORATION POLITICAL ACTION
COMMITTEE (ZACOPAC)
P.O. BOX 33240
SAN ANTONIO, TX 78265

Response Due Date
09/17/2019

IDENTIFICATION NUMBER: C00048165

REFERENCE: MID-YEAR REPORT (01/01/2019 - 06/30/2019)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 1 item(s):

- Your report discloses a negative receipt from a non-federal committee with the purpose of "Refund" on Schedule B supporting Line 29 of the Detailed Summary Page. If the check written by your committee was not cashed, you should itemize the voided check on Schedule B supporting Line 29 as a negative entry. Line 17 should be used if the recipient non-federal committee cashed your check and wrote a refund on its account. Please amend your report to correct this discrepancy or provide clarification regarding this transaction. (52 U.S.C. §30104(b)(2) (formerly 2 U.S.C. §434(b)(2)) and 11 CFR §104.3(a)(2))

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. For additional information about the report review process or specific filing information for your committee type, please visit

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<http://transition.fec.gov/rad/>. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1169.

Sincerely,



Kevin Fortkiewicz
Sr. Campaign Finance & Reviewing Analyst
Reports Analysis Division

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