FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

January 13, 2000

James P. Fox, Treasurer
Democratic Senatorial Campaign
Committee
430 South Capitol Street, SE
Washington, DC 20003

Identification Number: C00042366

Reference: July Monthly (6/1/99-6/30/99), August Monthly (7/1/99-7/31/99) and September Monthly (8/1/99-8/31/99) Reports

Dear Mr. Fox:

On November 24, 1999, you were notified that a review of the above-referenced report(s) raised questions as to specific contributions and/or expenditures, and the reporting of certain information required by the Federal Election Campaign Act.

Your December 6, 1999, response is incomplete because you have not provided all the requested information. For this response to be considered adequate, the following information is still required.

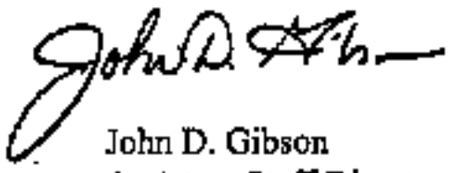
-Please note that in order to establish "best efforts" each follow-up request for information must include a pre-addressed return post card or envelope for the contributor's response. It does not appear that either option is implemented, based on the copy of the follow-up letter you submitted. You may need to amend your procedures when you request missing occupation and employer information in follow-up letters. Please clarify any corrective action taken with regards to this missing information.

If this information is not received by the Commission within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions related to this matter, please contact Kenneth

Davis on our toll-free number (800) 424-9530 or our local number (202) 694-1130.

Sincerely,



John D. Gibson
Assistant Staff Director
Reports Analysis Division

236