



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Michael Kreloff, Treasurer  
10<sup>th</sup> Congressional District Victory  
Fund - Federal  
P.O. Box 416  
Highland Park, IL 60035

AUG 1 2001

Identification Number: C00360305

Reference: 30 Day Post-General Report, dated 12/6/2000

Dear Mr. Kreloff:

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:

-On Schedule A supporting Line 11(a)(i) of the Detailed Summary Page, your report disclosed contributions from individuals that omit the aggregate year-to-date totals. Please amend your report by supplying the information.  
11 CFR §104.3(a)(4)(i)

-Please amend Schedule A supporting Line 11(c) by providing the aggregate year-to-date amount for each contribution received from a political committee. 11 CFR §104.3(a)(4)(ii) and (iii)(B)

-On Schedule H2, you have failed to check the Type of Activity box for the activity/event "GOTV Calls Phone (11/2/00)". Please amend your report to correct this omission. 11 CFR §104.10(a)(1)

-On Schedule H2, you have failed to check the ratio type box (i.e., NEW, REVISED, SAME AS PREVIOUSLY REPORTED). Please amend your report to correct this omission. 11 CFR §104.10(a)(1)

-On Schedule H3 supporting Line 18 of the Detailed Summary Page, you have failed to provide a breakdown of transfers received by the federal account. Please amend your report to include the missing information.

-Please clarify all expenditures for "GOTV Phone Calls". In addition, if any of the voter registration or get-out-the-vote activities referenced House or Senate candidates, they should be allocated accordingly, unless merely incidental to the overall activity. If a portion or all of these expenditures were made on behalf of federal candidates, they should be reported on Schedules B, E or F for Lines 23, 24 or 25 of the Detailed Summary Page, as appropriate.

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have failed to include the total EVENT YEAR-TO-DATE amounts. Please amend your report to include the missing EVENT YEAR-TO-DATE total(s).

-On Schedule H4 supporting Line 21(a) of the Detailed Summary Page, you have failed to check the appropriate CATEGORY box for the payment(s) made to Imperial Realty Co. Please amend your report to disclose the appropriate category.

-Schedule H3 of your report discloses transfers received from your non-federal account for "Election Day Printing" which occur outside the permissible transfer period. Please be advised that 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 these transfers-in from the non-federal account.

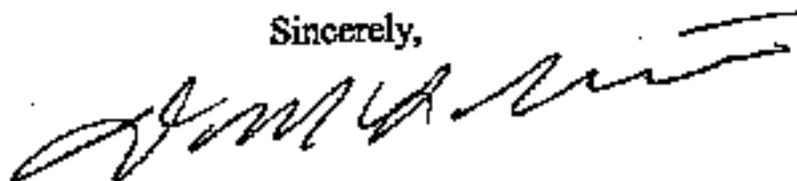
The Commission recommends that you immediately transfer the total excessive amount received by your federal account outside the 70-day time period back to your non-federal account. Although the Commission may take further legal action concerning this prohibited activity, your prompt action will be taken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

-Please provide the coverage dates of your report on Line 5 of the Summary Page.

A written response or an 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. 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,

A handwritten signature in black ink, appearing to read "Donald L. Averett", written in a cursive style.

Donald L. Averett  
Reports Analyst  
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial data. This includes not only sales and purchases but also expenses, income, and any other financial activities that occur over the course of the business.

Next, the document outlines the various methods used to collect and analyze financial data. It describes how different types of transactions are recorded and how they are then processed into meaningful information. This involves a series of steps, from initial data entry to the final reporting stage, ensuring that all data is correctly categorized and analyzed.

The document also addresses the challenges of data management and the importance of regular audits. It explains how audits help to identify any discrepancies or errors in the records, ensuring that the financial statements are accurate and reliable. This is a critical step in maintaining the trust of stakeholders and ensuring the long-term success of the business.

Finally, the document provides a summary of the key findings and recommendations. It highlights the areas where improvements can be made and offers practical advice on how to implement these changes. The goal is to provide a clear and concise overview of the financial performance and to offer actionable insights that can help the business grow and thrive.