



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

NOV 20 1996

John E. Hoff, Treasurer  
Owens-Illinois, Inc.  
Employees Good Citizenship Fund  
One Seagate  
Toledo, OH 43666

Identification Number: C00034330

Reference: October Quarterly Report (7/1/96-9/30/96)

Dear Mr. Hoff:

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:

-Please provide a Schedule A to support the entry reported on Line 16 of the Detailed Summary Page. All refunds received from federal candidates and committees must be itemized on Schedule A regardless of the amount of the refund. 2 U.S.C. §434(b)

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. My local number is (202) 219-3580.

Sincerely,

J. P. Moore  
Reports Analyst  
Reports Analysis Division

