



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

February 11, 2020

PAMELA G. DE LISLE, TREASURER  
MATHEWS COUNTY DEMOCRATIC  
COMMITTEE  
P.O. BOX 1111  
MATHEWS, VA 23109

**Response Due Date**  
**03/17/2020**

IDENTIFICATION NUMBER: C00682393

REFERENCE: JULY QUARTERLY REPORT (04/01/2019 - 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 3 item(s):

1. For your report to be considered complete, it must include a Detailed Summary Page. Please provide the missing Detailed Summary Page for this report. (52 U.S.C. §30104(b) and 11 CFR §104.3(c))
2. Please provide the Column B totals for the Summary Page and amend your report and any subsequent reports that may be affected by this correction. (52 U.S.C. §30104(b))
3. Schedule A supporting Line 11(a)(i) of your report discloses \$492.56 in activity identified as MEMO entries that do not appear to correspond with any itemized transaction(s). Please be advised, a memo entry is used to disclose additional information about an itemized transaction and the amount of a memo entry is not included in the total receipts or disbursements for the report. Please amend your report to provide clarifying information regarding this activity. (11 C.F.R. § 104.3(a) and (b))

**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

MATHEWS COUNTY DEMOCRATIC COMMITTEE

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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 information about the report review process or specific filing information for your committee type, please visit [www.fec.gov/help-candidates-and-committees](http://www.fec.gov/help-candidates-and-committees). For more information about Requests for Additional Information (RFAI), why you received a letter, and how to respond, please visit [www.fec.gov/help-candidates-and-committees/request-additional-information](http://www.fec.gov/help-candidates-and-committees/request-additional-information). Should you 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) 694-1176.

Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Adamsky", with a long, sweeping underline.

Michael Adamsky  
Senior Campaign Finance Analyst  
Reports Analysis Division

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