FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

February 10, 2004

Mr. Neil Reiff, Esquire, Custodian of Records
MoveOn.org Voter Fund
336 Bon Air Center, Box 381
Greenbrae, CA 94904

Response Due Date:
March 11, 2004

Identification Number: C30000012

Reference: 24 Hour Notices of Disbursements/Obligations for Electioneering Communications, Received (1/18/04, 1/20/04, 1/23/04 and 2/2/04)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the notices referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Your filings include computer-produced formats of FEC Form 9. Every person, group of persons, qualified nonprofit corporation or organization that makes electioneering communications must report them on Form 9. (11 CFR §104.20(b)) Computer-produced formats may only be used upon prior approval of the Commission. In order to be compliant with federal regulations, you must either submit a separate sample format with a cover letter requesting approval or resubmit your filings on FEC Form 9. Your sample formats must include a copy of each applicable Schedule (including inputted data) in order to be reviewed for approval. (11 CFR §104.2(d)) An FEC Form 9 can be downloaded from the FEC website, at http://www.fec.gov.

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. 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.

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 1, then press 2 to reach the Reports Analysis Division) or my local number (202) 694-1396.

Sincerely,

Madelynn M. Lane

Madelynn M. Lane
Assistant Branch Chief
Reports Analysis Division

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cc: Mr. Neil Reiff, Esquire
Custodian of Records
50 E Street, S.E., Suite 300
Washington, D.C. 20003