



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Linda De La Cruz, Treasurer
Union Planters Corporation Committee
On Government Affairs
7130 Goodlett Farms Parkway
Cordova, TN 38018

JUL 1 9 2002

Identification Number: C00044024

Reference: April Quarterly Report (1/1/02-3/31/02)

Dear Ms. De La Cruz:

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:

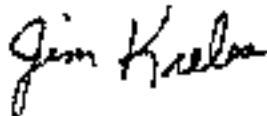
-Schedule A supporting Line 11(a)(i) of your report discloses contributions received through what appears to be a payroll deduction plan. Please amend your report to disclose the frequency of the deduction. 11 CFR §104.8(b) Please refer to the enclosed sample of properly reported payroll deductions.

-For future reporting, please be advised that only contributions to federal candidates and political committees should be itemized on a separate Schedule B supporting Line 23 of the Detailed Summary Page. Contributions to non-federal candidates and committees should be itemized on Schedule B supporting Line 29.

Any amendment or clarification should be filed with the Federal Election Commission. 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. 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,



Jim Krebs
Reports Analyst
Reports Analysis Division

292

2025 RELEASE UNDER E.O. 14176

PAYROLL DEDUCTIONS

SCHEDULE A (FEC Form IX) ITEMIZED RECEIPTS		Use column headings for each category of the Detailed Summary Page	FOR LINE NUMBER 12 OF 1 SHOW ONLY ONE: 11a 11b 11c 11d 11e 11f 11g 11h 11i 11j 11k 11l 11m 11n 11o 11p 11q 11r 11s 11t 11u 11v 11w 11x 11y 11z
Pay information copied from Form 990-B and Schedule A may not be used or taken by any person for the purpose of making contributions or for campaign purposes, other than using the name and address of a political committee to solicit contributions from such committee.			
NAME OF COMMITTEE IN FULL Citizens for Sen. PAC			
A. Name (Last, First, Middle Initial) Karin, Kathleen		Date of Receipt	
Mailing Address 5 Colchester Ave. City Roanokeburg		State Zip Code VA 22855	
FEC ID number of contributing individual political committee C		Amount of Each Receipt for Period \$0.00	
Name of Employer Citizens for Sen. PAC		Occupation LEGISLATIVE OFFICER	
Receipt for: <input type="checkbox"/> Primary <input type="checkbox"/> General Date Received		Aggregate Year-to-Date \$285.00	
		(\$15 biweekly) ^a	

^aAdding Memo Text/Explanation: When using FRCFile electronic filing software, this information can be entered using the "memo text" window. To make a "memo text" entry, select the "View" menu on the FRCFile toolbar. Select "All Transactions." Single click (highlight) the transaction to which the "memo text" will be attached. Then select the "Edit" menu on the toolbar and select "memo text."

^bWhen using FRCFile electronic filing software, enter this information in the "description" field.

Payroll Deductions

Once an individual's deductions aggregate over \$200 in a calendar year, report the total amount deducted from the donor's paychecks during the reporting period on Schedule A. In parentheses indicate the amount that was deducted each pay period. Instead of stating a specific date of receipt, type "payroll deduction" under "Date." The other itemized information, including the year-to-date total, must be completed for each donor. 104.8(b).

EXAMPLE: During an election year, a corporate manager authorizes her employer to deduct \$15 per pay period (each pay period is two weeks) for the company's SSF. The SSF, which files FEC reports on a quarterly schedule, includes the manager's first-quarter contributions (\$90 for six pay periods) as "unitemized contributions" on Line 11(a)(1) in the April quarterly report.

By June 30 (the closing date for the July quarterly report), 13 pay periods have passed, and the manager's aggregate contributions are \$195—still below the \$200 itemization threshold. The manager's second-quarter contributions again are included in "unitemized contributions" in the July report.

By September 30 (the closing date for the October quarterly report), 19 pay periods have passed, and the manager's contributions reach \$285. Now the committee itemizes the total contributions received from the manager during the third quarter (\$90), providing the year-to-date total in the appropriate space. (See Item A in the illustration above.)

2025-03-27 15:23:00