



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

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Demarus Carlson, Treasurer  
Nebraska Republican Federal  
Campaign Committee  
421 S 9<sup>th</sup> Street Suite 233  
Lincoln, NE 68508

APR 19 2000

Identification Number: C00032334

Reference: Year End Report (7/1/99-12/31/99)

Dear Treasurer:

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:

-The totals listed on Lines 26, 30 and 31, Column B of the Detailed Summary Page(s) appear to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B total. Please amend your report and any subsequent reports that may be affected by this correction.

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the

information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30 days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2))  
The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-Schedule C discloses the outstanding balance at the close of the period for the loan owed to The National Bank of Commerce Trust to be \$0.00. FEC calculations disclose this amount to be \$9,545.91. Please amend your report to clarify this discrepancy.

-On Schedule D of your previous report, you disclosed a debt(s) owed to Strategic Staff Management, Inc. This obligation(s), however, has been omitted from this report. Please amend your report to include this debt(s) on Schedule D and Line 10 of the Summary Page. All debts and obligations

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must be disclosed until extinguished. 11 CFR §104.11

-The outstanding balance of a debt owed to a creditor at the close of one report should be exactly the same as the outstanding balance beginning the period of the next report. This report shows a beginning outstanding balance(s) to Nebraska Printing Center, which is not identical to the ending outstanding balance(s) for the creditor(s) on the 1999 Mid-Year Report. Please amend your report to clarify the discrepancy.

-The outstanding balances at the close of the period for several debts disclosed on Schedule D appear to be incorrect. Please amend your report to provide the correct balances.

-Your report discloses a payment(s) on Schedule D to Direct Mailing Systems, Inc., Nebraska Printing Center and Miller Mailing, which has not been recorded on a disbursement schedule. Debt payments must be reflected on Schedule B or H4 as well as on Schedule D. Please amend your report to clarify this discrepancy. 2 U.S.C. §434(b)(5)(D)

-Your report discloses an outstanding balance(s) beginning this period for a debt(s) owed to Miller Mailing and Ramada Inn. However, an outstanding balance(s) at the close of the period was not disclosed on your 1999 Mid-Year Report. Please amend your report(s) to clarify this discrepancy.

-Schedule H3 of your report discloses a transfer-in of \$10,000 from your non-federal account for a fundraising activity disclosed as "DIRECT MAIL"; however, Schedule H4 failed to disclose any payments for allocable fundraising expenses for this activity, which is necessary to support such a transfer-in.

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) In addition, unless your non-federal account is reimbursing your federal account for allocable activity, the transfer-in of funds from a non-federal account is prohibited by 11 CFR §102.5(a)(1)(i) Please clarify the nature of this transfer-in from the non-federal account.

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The Commission recommends that you immediately transfer the impermissible funds received by your federal account, 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.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule H4 of your report to clarify the following description(s): Payment, Payment C, Suite 231, production, tour, account and reminders. For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please amend your report by providing the address and purpose for each disbursement itemized on Schedule H4 supporting Line 21.

-Your EVENT YEAR-TO-DATE calculations for Administrative/Voter Drive, TLD2, TLD3, TLD4, TLD5, TLP1, TLP2, TLS2, TLS3 and CENT21 are incorrect. EVENT YEAR-TO-DATE totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year for the whole Administrative/Voter Drive category. EVENT YEAR-TO-DATE totals for fundraising, direct candidate support, and exempt activities are derived by aggregating all disbursements during the calendar year within a specific event. These should be calculated by adding the latest disbursement for a category or event to the previous EVENT YEAR-TO-DATE total for that category or event. This running EVENT YEAR-TO-DATE total should be disclosed after each disbursement is listed. Please amend your report by providing the correct EVENT YEAR-TO-DATE totals.

-Schedule H4 discloses disbursements for "TLD5 BRE 169, TLD4", "TLD4 Bre 169, tld4", "TLD5 Bre 169, tld4", "TLS3 tls3", "TLS2 tls3", "TLS2 BRE 169, TLS3", "TLS3 BRE 169, TLS3", "SBM1 Bre 169, SBM1", "SBM1 SBM2", "SBM1 21 cent", "21 CENT 21 cent", "DSM3 DSM2", "DSM3 Nov. Payment (DSM2)", "DSM2 Nov. Payment (DSM2)", "DSM3 dsm3", "DSM2 dsm3", "DSM5 Permit 345, dsm4", "DSM4 Permit 345, dsm4", "DSM4 Permit 345, DSM 4", "DSM5 Permit 345, DSM 4", "DSA3 DSA3", "DSA2 DSA3", "DSA2 BRE" and "DSA3 BRE" which are categorized as fundraising; however, Schedule H2 does not include the

allocation ratios for this activity. Please amend Schedule H2 to disclose the omitted ratios.

-Schedule H2 of your report indicates that your committee participated in fundraising activities or events during the reporting period disclosed as "DIRECT MAIL", "DSM1", "DSM2", "DSM3", "DSM4", "DSM5", "DSA2", "DSA3"; however, there are no corresponding disbursements reflected on your Schedule H4. If any disbursements were incorrectly reported, you should file an amended Schedule H4 with the correct unique identifying code or title.

Note that you need not include activities on Schedule H2 if there are no corresponding payments made for the activity during the reporting period.

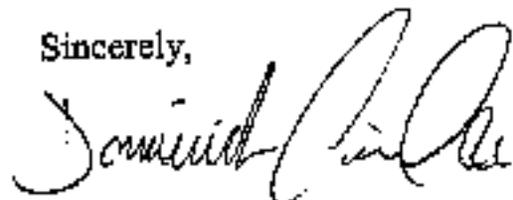
-On Schedule A supporting Line 18 you disclose transfers from your non-federal account which appear to be identical to the transfers disclosed on Schedule H3. Be advised that transfers from your non-federal account should only be disclosed on Schedule H3 supporting Line 18. Please amend your report to clarify this discrepancy.

-For your information, all contributions received that aggregate \$200 or less per individual for the calendar year should be reported on Line 11(a)(ii). Contributions received aggregating over \$200 per individual for the calendar year should be reported on Line 11(a)(i) and itemized on Schedule A.

-Be advised that you have used an incorrect committee identification number on the Summary Page of your report(s). Please file all future reports and correspondence using your correct identification number, C00032334, to avoid potential errors in entering your reports onto the public record.

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,



Dominick Ciaraldi  
Reports Analyst  
Reports Analysis Division

