FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Laurel Robinson, Treasurer
Sonoma County Republican Central Committee
P.O. Box 3555
Santa Rosa, CA 95402

Identification Number: C00257279

FEB 2 6 2003

Reference: Year End Report (7/1/01-12/31/01)

Dear Ms. Robinson:

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 H1 of this report indicates that your federal share of allocation of administrative expenses is 0% while your previous report indicates this percentage to be 16.67%. Please be advised that the ballot composition ratio for allocation of administrative and generic voter drive expenses should be the same for the full two-year election cycle. Please amend your report(s) to clarify this discrepancy.

-On Schedule H1 of your report, you have checked an incorrect method of allocation of shared administrative expenses and voter drives costs, but the Ballot Composition ratio is not calculated on this report. 11 CFR §106.5(d) Please amend your report to clarify the obvious discrepancy.

-On Schedule(s) H4 supporting Line(s) 21(a) of the Detailed Summary Page, you have not included the full name and/or mailing address for several vendors listed. Please amend your report accordingly.

-Itemized disbursements must include a brief statement or description of why the disbursements were made. Please amend Schedule(s) h4 of your report to clarify the following description(s): "Administration," "Consulting Fee," "Consultant Fee," "Expense Reimbursement," "Expenses" and "Monthly Consultation." For further guidance regarding acceptable purposes of disbursements, please refer to 11 CFR §104.3(b)(3).

-Please clarify all expenditures for "voter registration". If any of these activities referenced House or Senate candidates, they should be allocated accordingly, unless merely incidental to the overall activity. If a portion or all of these expenditures were made on behalf of federal candidates, they should be reported on Schedules B, E or F for Lines 23, 24 or 25 of the Detailed Summary Page, as appropriate.

A 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. 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,

Alissa V. Sagri

Alissa V. Sagri
Campaign Finance Analyst
Reports Analysis Division

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