



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-3

November 12, 1998

George A. Russell, Jr., Treasurer
State Street Bank and Trust Company
Voluntary Political Action Committee
116 Skyline Drive
Westwood, MA 02090

Identification Number: C00072751

Reference: July Quarterly Report (4/1/98-6/30/98)

Dear Mr. Russell:

This letter is to inform you that as of November 10, 1998 the Commission has not received your response to our request for additional information, dated October 21, 1998. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Donald L. Averett on our toll-free number (800) 424-9530 or our local number (202) 694-1130.

Sincerely,

A handwritten signature in dark ink, appearing to read "John D. Gibson", is written over the typed name.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
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RQ-2

George A. Russell, Jr., Treasurer
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Voluntary Political Action Committee
116 Skyline Drive
Westwood, MA 02090

OCT 21 1998

Identification Number: C00072751

Reference: July Quarterly Report (4/1/98-6/30/98)

Dear Mr. Russell:

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:

-On Schedule A supporting Line 11(a)(i) of the Detailed Summary Page, your report disclosed contributions from individuals that omit the aggregate year-to-date. Please amend your report by supplying the information. 11 CFR §104.3(a)(4)(i)

-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.

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. My local number is (202) 694-1130.

Sincerely,

Donald L. Averett
Senior Reports Analyst
Reports Analysis Division

