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November 17, 2011

Ashley Carter
Senior Campaign Finance Analyst
Reports Analysis Division
Federal Election Commission
999 E Street, NW
Washington, DC 20463

Dear Ms. Carter,

This letter is in response to your request for additional information dated October 13, 2011 referencing the Mid-Year Report for 2011.

As your letter requests in item number one, HPAC follows the FEC's requirements for "Best Efforts."

First, the committee's original solicitation includes a clear and obvious request for the contributor information and informs the contributor of the requirements of federal law for the reporting of such information.

Secondly, within 30 days of the receipt of the contribution, we make one follow-up effort by mail or e-mail to obtain this information if it is not provided. We request the missing information without soliciting a contribution. Our notice informs the contributor of the federal requirements for reporting such information, and the committee includes a pre-addressed return envelope with every request sent by mail. Written records are kept documenting such requests.

If we receive contributor information after a contribution has been reported we either amend the appropriate report or we file the information with our next regularly scheduled report as an amended memo Schedule A listing all the contributions for which the requested information was received.

As your letter requests in item number two, HPAC follows the FEC's protocol regarding contributions that appear to be excessive.

Within 60 days, a letter requesting reattribution is sent to donors who appear to have exceeded the contribution limits. The letter also informs the donor that a refund of the excessive portion may be requested.

If the committee receives permission for reattribution, we report them as memo entries on Schedule A of the report covering the period during which the authorization occurred. If the committee does not receive permission for reattribution, we report the refund on Schedule B of the report during which the transaction was made.

As referenced in your letter, the excess portion of Mr. Richard Linder's contribution made on June 6, 2011 has been refunded and will be reported on the next regularly scheduled report. A request for reattribution was sent, within 60 days, as noted on the FEC report as "Reattribution Requested".

Sincerely,

David Satterfield
Treasurer
HPAC