



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20541

EQ-2

FEB 16 1994

Lawrence Novak, Treasurer
Massachusetts Republican
State Committee
114 State Street
Boston, MA 02109

Identification Number: CD0042622

Reference: Mid-Year Report (1/1/93-6/30/93)

Dear Mr. Novak:

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 beginning cash balance of this report should equal the ending balance of your 1992 Year End Report. Please clarify this discrepancy and amend any subsequent report(s) that may be affected by this correction.

-The identification of each contributor, including the person's occupation and name of employer, must be provided if the person has contributed in excess of \$200 in the aggregate during the calendar year. Please amend Schedule A supporting Line 11(a)(i) for each entry lacking a contributor's occupation and name of employer.

Note: If your committee has made at least one effort per solicitation, either by a written request or by an oral request documented in writing to obtain this information from the contributor, your committee may have exercised "best efforts." Under 11 CFR 104.7(b), such effort shall consist of a clear request for the information (i.e., name, mailing address, occupation, and name of employer) which request informs the contributor that the reporting of such information is required by law. If you believe that your committee satisfies the "best efforts" provision, you should provide a copy of your solicitation or an explanation of the method(s) used to obtain contribution information. Clarification regarding "best efforts" should be disclosed during each two year election cycle beginning with the first report filed in the non-election year. 11 CFR §104.3(a)(4)(i)

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-Your calculations for Administrative/Voter Drive EVENT YEAR-TO-DATE totals are incorrect. EVENT YEAR-TO-DATE totals for administrative and voter drive costs are derived by aggregating all disbursements during the calendar year within the 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 Administrative/Voter Drive EVENT YEAR-TO-DATE totals.

-Your previous filing, the 1992 Year End Report, did not disclose any debts or obligations owed by the committee. This report, however, discloses outstanding balances beginning this period for several vendors. Please clarify this discrepancy.

-For future reporting, please be advised that 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.

-On Schedule B4 supporting Line 21(a) of the Detailed Summary Page, you have failed to check the appropriate CATEGORY box for the payments made to Anthony N. Anzalone, Deborah Jackson, Leon J. Lombardi, Melissa Lebretton, Michael L. Pasquet, Michael S. Lee, Evelyn M. Moakley, Odell, Roper and Simas, Joseph W. Phillips, Sean M. O'Brien, Shawmut Bank, Jacob Spitzer, and Thomas Hogan. Please amend your report to disclose the appropriate category.

-On Schedule B4 supporting Line 21(a) of the Detailed Summary Page, you have failed to include a total for EVENT YEAR-TO-DATE for a payment(s) to ADP, Boston Business Printing, Martha B. Chadwick, and Eugene A. M. Hartigan. Please amend your report to include the missing EVENT YEAR-TO-DATE total(s).

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) 424-9580. My local number is (202) 219-3580.

Sincerely,

Debbie Manzano

Debbie Manzano
Reports Analyst
Reports Analysis Division

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