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KOMPAC

## Keep Our Majority

Hon. Samuel K. Skinner, General Chairman  
Hon. J. Dennis Hastert, Honorary Chairman

P.O. Box 864  
Washington, DC 20044-0864

June 1, 2000

Ms. Andrea Wilkens  
Federal Election Commission  
999 E Street NW  
Washington, DC 20463

Re: FEC ID C00307405

Dear Ms. Wilkens:

This is in response to your question concerning administrative expenses on our March Monthly Report.

Please see our response in the enclosed letter dated May 22, 2000. I believe this answer is responsive to your inquiry.

Sincerely,



Jane G. Mattoon  
Treasurer

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## Keep Our Majority

Hon. Samuel K. Skinner, General Chairman  
Hon. J. Dennis Hastert, Honorary Chairman

May 22, 2000

Ms. Andrea Wilkens  
Federal Election Commission  
999 E Street NW  
Washington, DC 20463

Re: FEC ID C00307405

Dear Ms. Wilkens,

This is in response to your question concerning administrative expenses associated with the political committee.

PAC administration is under contract with Deloitte and Touche, and the committee pays a monthly fee for these services which is based on billing rates that take into consideration overhead expenses such as rent, utilities, and supplies. The committee employs a fundraiser and support staff whose fees include associated administrative or overhead costs of operation. Printing, telephone bills and other expenses are paid directly by the committee and reflected in the overall operating expenses.

If you have any additional questions, please don't hesitate to contact me.

Sincerely,



Jane G. Mattoon  
Treasurer



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Jane G. Mattoon, Treasurer  
Keep Our Majority Political Action  
Committee (KOMPAC)  
P.O. Box 864  
Washington, DC 20044

MAY 24 2000

Identification Number: C00307405

Reference: March Monthly Report (2/1/00-2/29/00)

Dear Ms. Mattoon:

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:

-Your report discloses limited payments for administrative expenses. Administrative expenses are payments made for the purpose of operating a political committee including, but not limited to, rent, utilities, salaries, telephone service, office equipment and supplies. Any such payments to a person aggregating in excess of \$200 in a calendar year must be disclosed on Schedule(s) B (if applicable), supporting Line(s) 21(b) of the Detailed Summary Page. 2 U.S.C. §434(b)(5) If these expenses are being paid by a connected organization, your Statement of Organization must be amended to reflect this relationship. 2 U.S.C. §433(b)(2) In addition, if expenses have been incurred but not paid in a reporting period, the activity should be disclosed as a debt on Schedule D, if the obligation is \$500 or more, or outstanding for sixty days or more. 11 CFR §104.11

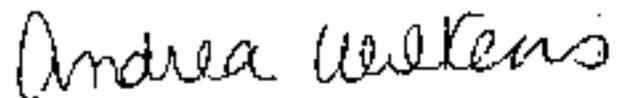
Any goods or services provided to your committee by a person, except volunteer activity (i.e., a person's time), would be considered an in-kind contribution from that person, and would be subject to the disclosure requirements of 2 U.S.C. §434(b)(3) and 11 CFR §104.13, and the limitations and prohibitions of 2 U.S.C. §§441a and 441b.

Clarification regarding administrative expenses should be disclosed during each two year election cycle beginning with the first report filed in the

non-election year. Please verify that all expenses referenced above (i.e., rent, salaries, utilities, etc.) have been adequately disclosed. If these services have been provided by volunteers, please confirm this in writing.

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,



Andrea Wilkens  
Senior Reports Analyst  
Reports Analysis Division

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE  
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

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