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August 24, 1995

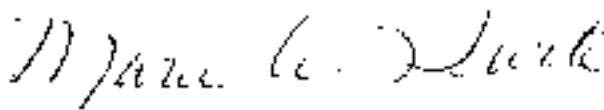
Mr. Andrew J. Dobson  
Senior Reports Analyst  
Reports Analysis Division  
Federal Election Commission  
999 E Street  
Washington, DC 20463

Dear Mr. Dobson:

In reference to your letter dated July 28, 1995, I would like to clarify the First Congressional District Democratic Committee regarding administrative expenses. This committee is a local party committee and we have no administrative expenses incurred. This committee is made up of all volunteers and is a very small organization with all activity being done on a strictly volunteer basis. The only payments that are made from this account is to the bank for maintenance fees. This committee does not have any administrative accounts. The only accounts we have are the federal account and the state account.

If you should require any other information, our committee will be glad to provide that information for you.

Sincerely,



Marie A. Twite, Treasurer  
First Congressional District Democratic Committee  
4165 Truckey Road  
Alpena, MI 49707



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-5

Marie A. Twite, Treasurer  
First Congressional District  
Democratic Committee  
4165 Truckey Road  
Alpena, MI 49707

JUL 26 1994

Identification Number: C00024455

Reference: 30 Day Post-General (10/1/94-11/28/94) and Year End  
(11/29/94-12/31/94) Reports

Dear Ms. Twite:

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. Each committee utilizing separate federal and non-federal accounts is required to allocate any administrative expenses between the accounts in proportion to the BALLOT COMPOSITION METHOD derived from FEC Schedule H1. A Schedule H1 must be filed with the first FEC FORM 3X submitted each year. 11 CFR §106.5(d)

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 provide the necessary information regarding administrative expenses incurred by your committee and/or amend your report to disclose such expenses according to the referenced provisions of the Act and Commission Regulations.

*Celebrating the Commission's 20th Anniversary*

YESTERDAY, TODAY AND TOMORROW  
DEDICATED TO KEEPING THE PUBLIC INFORMED

Any amendment or clarification should be filed with the Federal Election Commission. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



Andrew J. Dodson  
Senior Reports Analyst  
Reports Analysis Division

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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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*JMN*  
PREPARER

*8-29-95*  
DATE PREPARED