



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Mr. Glen Ramussen, Treasurer
Safari Club International Political
Action Committee
P.O. Box 159
Wapato, WA 98951

FEB 01 2002

Identification Number: C00122101

Reference: Mid-Year Report (1/1/01-6/30/01)

Dear Mr. Ramussen:

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 in-kind activity which appears to be reported incorrectly. Please be advised that in-kind contributions should be disclosed as receipts on Schedule A and reflected on the appropriate line of the Detailed Summary Page. In addition, the value of the in-kind contributions must be added to the operating expenditures total on Line 21(b), in order to avoid inflating the cash-on-hand amount. 11 CFR §104.13(a)(2) Please amend your report to properly disclose the in-kind activity on Line 21(b).

Any amendment or clarification should be filed with the Federal Election Commission. Electronic filers must file amendments in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. 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,



Julie Perry
Reports Analyst
Reports Analysis Division

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry, no matter how small, should be recorded to ensure the integrity of the financial statements. This includes not only sales and purchases but also expenses, income, and any other financial activity. The document also highlights the need for regular reconciliation of accounts to identify any discrepancies early on.

Next, the document covers the process of budgeting and forecasting. It explains how a well-defined budget can help in controlling costs and maximizing profits. The author provides a step-by-step guide on how to create a budget, starting from identifying the goals and objectives of the business. This is followed by a detailed discussion on forecasting, which involves predicting future financial performance based on historical data and market trends.

The third section of the document focuses on the management of working capital. It discusses the importance of maintaining a healthy cash flow and how to manage receivables and payables effectively. The author provides several strategies to improve working capital, such as offering discounts for early payment and negotiating better terms with suppliers. This section also touches upon the importance of monitoring inventory levels to avoid overstocking or stockouts.

In the final part of the document, the author discusses the role of financial ratios and indicators in assessing the financial health of a business. It explains how various ratios, such as the current ratio, debt-to-equity ratio, and return on equity, can provide valuable insights into the company's performance and risk profile. The document concludes with a summary of the key points discussed and a final note on the importance of continuous financial monitoring and reporting.