



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-3

December 23, 1999

Robert A. Petersen, Treasurer  
Lincoln Club of Northern California  
Federal PAC  
3000 Sand Hill Road, Bldg. 3, Suite 140  
Menlo Park, CA 94025

Identification Number: C00148882

Reference: Mid-Year Report (1/1/99-6/30/99)

Dear Mr. Petersen:

This letter is to inform you that as of December 22, 1999 the Commission has not received your response to our request for additional information, dated December 1, 1999. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Scott Francis on our toll-free number (800) 424-9530 or our local number (202) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "John D. Gibson".

John D. Gibson  
Assistant Staff Director  
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION  
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RQ-2

Robert A. Petersen, Treasurer  
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Federal PAC  
3000 Sand Hill Road, Bldg. 3, Suite 140  
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DEC 1 1999

Identification Number: C00148882

Reference: Mid-Year Report (1/1/99-6/30/99)

Dear Mr. Petersen:

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 does not include a Schedule H1 to disclose the ratio for the allocation of administrative and generic voter drive costs. This ratio is determined at the beginning of each two-year election cycle. All shared administrative and generic voter drive costs incurred during the two-year cycle must be allocated according to this ratio, unless the federal account elects to pay a higher percentage of its cost. 11 CFR §106.5(b)(2), (d)(1), (d)(2) and 11 CFR §§104.10(b)(1)(ii)(B) and 106.6(c)

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. My local number is (202) 694-1130.

Sincerely,

Scott Francis  
Reports Analyst  
Reports Analysis Division

