



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2
APR 19 1997

Russell L. Steinhorst, Treasurer
Oshkosh Truck Corp. Employees
Political Action Committee
2307 Oregon Street
Oshkosh, WI 54901

Identification Number: C00304477

Reference: April Quarterly Report (1/1/96-3/31/96)

Dear Mr. Steinhorst:

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:

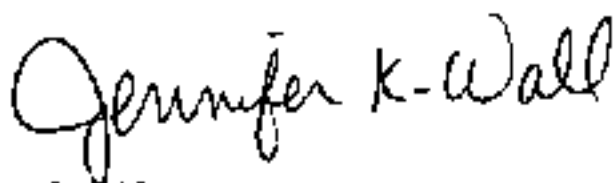
-Line 23 of the Detailed Summary Page of your report discloses a total of \$6,000 in Contributions to Federal Candidates/Committees. The sum of the entries itemized on Schedule B, however, indicates the total to be \$5,000. Please amend your report to clarify the discrepancy.

-Line 11(a)(i) of the Detailed Summary Page of your report discloses a total of \$630 in Itemized Individual Contributions. The sum of the entries itemized on Schedule A, however, indicates the total to be \$90. Please amend your report to clarify the discrepancy.

-Schedule A supporting Line 11(a)(i) discloses contributions received through a payroll deduction plan. Generally, a committee's report must identify each contribution from an individual which in the aggregate exceeds \$200 during the calendar year. (2 U.S.C. §434(b)) For your information, instead of separate itemization, a committee using a payroll deduction plan may disclose the aggregate amount of contributions received from the contributor through the payroll deduction plan during the reporting period; the identification of the individual where the contribution exceeds \$200 in the aggregate during the calendar year; and a statement of the amount deducted per pay period. 11 CFR §104.8(b)

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) 219-3580.

Sincerely,

A handwritten signature in cursive script that reads "Jennifer K. Wall". The signature is written in black ink and is positioned above the typed name.

Jennifer K. Wall
Reports Analyst
Reports Analysis Division

PAYROLL DEDUCTIONS

SCHEDULE A		ITEMIZED RECEIPTS		Use separate accounts if in each category of the Detailed Summary Page	PAGE	OF
					11	21
CONTRIBUTIONS FROM INDIVIDUALS Any other such contributions from such reports and expenses may not be used by the donor for the purpose of achieving contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such persons.						
NAME OF COMMITTEE IN FULL National Organization PAC 00000001						
A. Full Name, Mailing Address and ZIP Code		Name of Employer	Days/month, etc., year	Amount of Each Payroll Deduction		
Anna Sullivan 21 16th Street City, State ZIP		National Organization, Inc. Occupation Branch Manager	payroll deduction	\$80.00	(\$15 biweekly)	
Rodney Jones 881 Hamberry Road City, State ZIP		National Organization, Inc. Occupation Vice President	payroll deduction	\$140.00	(\$20 biweekly)	
Received For: <input type="checkbox"/> Personal <input type="checkbox"/> Other (Name)		Aggregate Year-to-Date: \$ 320.00				

Itemize payroll deductions only after they have exceeded \$200 per calendar year from an individual.

Payroll Deductions

Once an individual's deductions aggregate over \$200 in a calendar year, report the total amount deducted from the donor's paychecks during the reporting period on Schedule A. In parentheses indicate the amount that was deducted each pay period. Instead of stating a specific date of receipt, write "payroll deduction" under "Date." The other itemized information, including the year-to-date total, must be completed for each donor, 104.8(b).

EXAMPLE: During an election year, a corporate manager authorizes her employer to deduct \$15 per pay period (each pay period is two weeks) for the company's SSF. The SSF, which files FEC reports on a quarterly schedule, includes the manager's first-quarter contributions (\$90 for six pay periods) as "unitemized contributions" on Line 11(a)(ii) in the April quarterly report.

By June 30 (the closing date for the July quarterly report), 13 pay periods have passed, and the manager's aggregate contributions are \$195—still below the \$200 itemization threshold. The manager's second-quarter contributions again are included in "unitemized contributions" in the July report.

By September 30 (the closing date for the October quarterly report), 19 pay periods have passed, and the manager's contributions reach \$285. Now the committee itemizes the total contributions received from the manager during the third quarter (\$90), providing the year-to-date total in the appropriate space. (See item A in the illustration above.)

CAMPAIGN GUIDE



FOR CORPORATIONS AND LABOR ORGANIZATIONS

