

ETEXT ATTACHMENT

11/03/2006 14 : 43

November 3, 2006

Ms. Jennifer Thangavelu
Senior Campaign Finance Analyst
Report Analysis Division
Federal Election Commission
999 E St. NW
Washington, D.C. 20463

Re: C00252940

Letters dated September 29 and October 20, regarding August and September Monthly reports, respectively

Dear Ms. Thangavelu:

In response to your letters referenced above, please note the following:

Identification of Occupation and Employer of Contributors

Our reports disclosed some contributions from individuals for which employer and/or occupation information was not included.

Best Efforts

In each instance where the Committee solicits contributions, the Committee includes a statement saying, Federal law requires us to use our best efforts to collect and report the name, mailing address, occupation and name of employer for each individual whose contributions aggregate in excess of \$200 in a calendar year. This is included in every print and on-line solicitation, and collected during verbal solicitations; no exceptions.

Immediately below this statement are fields where the donor is prompted to input name, address, occupation and employer.

We have conducted a thorough review of all our solicitation materials and have confirmed that no Committee solicitation is devoid of any of these fields.

Should we receive incomplete information, as we have in some instances, the following procedures are followed.

- We send a letter the donor thanking them for their contribution and reiterating that we are federally required to use our best efforts to collect and report their name, mailing address, occupation and employer s name;
- We identify the missing information;
- We request that they provide the information;
- We include a stamped return envelope for their convenience;
- We include the Committee s name and address;
- We include a phone number and contact person s name should the donor have any questions.

ETEXT ATTACHMENT

These letters do not include a PAC solicitation, or any other type of solicitation or information.

We conducted a thorough review of these procedures with the departments in charge of receiving donations (development) and reporting them (finance and legal). We confirmed that these procedures are and have been in place and followed in each instance where information is missing. We also confirmed that when information is submitted internally for FEC reporting purposes and fields are missing, the individual completing the FEC report double-checks with development to ensure no last-minute donor data has arrived.

We report all information that is collected in our initial report, and in an amendment if we receive any responses to our follow-up letters.

In response to your letter, we are now completing the FEC-report fields with the description requested for data that is requested but not received by the time of submission to the FEC to indicate that we have attempted to collect the information.

Please contact me if you have any questions or need further information.

Sincerely,

Barbara G. McIntosh
General Counsel
League of Conservation Voters Action Fund