



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

Sara L. Clarke, Treasurer
American Meat Institute Political Action
Committee
1700 N. Moore Street, Room 1600
Arlington, VA 22209

NOV 8 1998

Identification Number: C00024281

Reference: Amended July Quarterly Report (4/1/98-6/30/98), dated 10/15/98

Dear Ms. Clarke:

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 includes computer produced formats of the Summary and Detailed Summary Pages, Schedules A and B. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

-Your report(s) was not signed by the treasurer or designated agent listed on your Statement of Organization. Please amend your report(s) by providing the signature of an individual that is authorized to sign the report(s). 2 U.S.C. §434(a)(1) and 11 CFR §104.14(a) and (d) If a new treasurer has been appointed, please file an amended Statement of Organization (FORM 1) or a letter to reflect this change.

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) 694-1130.

Sincerely,

Debbie Chacona

Debbie Chacona
Senior Reports Analyst
Reports Analysis Division

