



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20543

RQ-5

Kenneth Mikalauskas, Treasurer
Comcast Corporation Political Action Committee
1500 Market Street, 35th Floor
Philadelphia, PA 19102

JUN 27 2002

Identification Number: C00248716

Reference: November Monthly Report (10/1/01-10/31/01), December Monthly Report (11/1/01-11/30/01) and Amended Year End Report (12/1/01-12/31/01), dated 1/8/02

Dear Mr. Mikalauskas:

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:

-Schedule A supporting Line 11(a)(i) of your report discloses contributions received through what appears to be a payroll deduction plan. Please amend your report to disclose the amount of each deduction. 11 CFR §104.8(b) Please refer to the enclosed sample of properly reported payroll deductions.

Any amendment or clarification should be filed with the Federal Election Commission. Electronic filers must file amendments (to include statements, designations and reports) 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,

Colleen Manning
Reports Analyst
Reports Analysis Division

SCHEDULE A (FEC Form 3X) ITEMIZED RECEIPTS		Use separate schedule(s) for each activity of the Donated Service Page	FOR USE NUMBER (check only one)
Any information copied from such reports and statements may not be used or taken by any person for the purpose of obtaining contributions or for campaign purposes, other than using the name and address of any political committee to solicit contributions. Do not make donations.		10 <input type="checkbox"/> 11a <input type="checkbox"/> 11b <input type="checkbox"/> 11c <input type="checkbox"/> 11d <input type="checkbox"/> 11e <input type="checkbox"/> 11f <input type="checkbox"/> 11g <input type="checkbox"/> 11h <input type="checkbox"/> 11i <input type="checkbox"/> 11j <input type="checkbox"/> 11k <input type="checkbox"/> 11l <input type="checkbox"/> 11m <input type="checkbox"/> 11n <input type="checkbox"/> 11o <input type="checkbox"/> 11p <input type="checkbox"/>	
NAME OF COMMITTEE OR A/C Critical Reason Inc. PAC			
Full Name (last, first, middle initial) Kane, Immanuel		Date of Receipt [] [] [] [] [] []	
Mailing Address 3 Colquhoun Ave. City Charlottesville VA 22903		Amount of Each Receipt for the Period \$0.00	
FEC ID number of contributor (leave off last number) []		(\$15 biweekly) ¹²	
Name of Employer Critical Reason Inc.		Occupation Executive Officer	
Receipt For <input type="checkbox"/> Salary <input type="checkbox"/> Bonus <input type="checkbox"/> Other (specify)		Amount of Salary/Other 285.00	

*Adding Extra Text/Explanation - When using FECFile electronic filing software, this information can be entered using the "memo text" window. To make a "memo text" entry, select the "View" menu on the FECFile toolbar. Select "All Transactions." Single click (highlight) the transaction to which the "memo text" will be attached. Then select the "Edit" menu on the toolbar and select "memo text."

¹²When using FECFile electronic filing software, enter this information in the "description" field.

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, type "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.)