FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

DEC 2 - 1994

Kimber Lee Franz, Treasurer
Ford Motor Company Civic Action Fund
Comerica Bank - Detroit
Detroit, MI 48275

Identification Number: C00046474

Reference: October Monthly Report (9/1/94-9/30/94)

Dear Ms. Franz:

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:

-For future reporting, please be advised that only contributions to federal candidates and political committees should be itemized on a separate Schedule B supporting Line 23 of the Detailed Summary Page. Contributions to non-federal candidates and committees should be itemized on Schedule B supporting Line 29.

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) 219-3580.

Sincerely,

J.P. Andre'
Reports Analyst
Reports Analysis Division

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