



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Jul - 4 1997

Marvin E. Jackson, Treasurer  
McGuire, Woods, Battle &  
Boothe Federal Political  
Action Committee  
One James Center  
Richmond, VA 23219

Identification Number: C00225342

Reference: July Quarterly (4/1/96-6/30/96), October Quarterly (7/1/96-9/30/96), 12  
Day Pre-General (10/1/96-10/16/96), 30 Day Post-General (10/17/96-  
11/25/96) and Year End (11/26/96-12/31/96) Reports

Dear Mr. Jackson:

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:

-Please provide a Schedule A to support the entry disclosed on Line 11(a)(i) of the Detailed Summary Page. All contributions from individuals/persons other than political committees aggregating in excess of \$200 per year must be itemized on Schedule A. 11 CFR §104.3(a)(2)

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,

Kenneth A. Davis, Jr.  
Reports Analyst  
Reports Analysis Division