



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-7

January 16, 1996

John Pottridge, Treasurer
Professional Insurance Agents Political
Action Committee
400 North Washington, Suite 622
Alexandria, VA 22314

Identification Number: C00004994

Reference: December Monthly Report (11/1/95-11/30/95)

Dear Mr. Pottridge:

It has come to the attention of the Federal Election Commission ("the Commission") that your committee may be in violation of 2 U.S.C. §434(a) for failing to file the above referenced Report of Receipts and Disbursements. You were previously notified of the due date for this report.

It is important that you file this report immediately with the Federal Election Commission, 999 E Street, NW, Washington, DC 20463 (or with the Secretary of the Senate). A copy of the report or its relevant portions should also be filed with the Secretary of State or equivalent state officer (see 11 CFR §§108.2, 108.3, 108.4).

Although the Commission may initiate an audit or legal enforcement action concerning this matter, your prompt response and a letter of explanation will be taken into consideration.

If you have any questions, please contact Jan McBride on our toll-free number (800) 424-9530. Our local number is (202) 219-3580.

Sincerely,

John D. Gibson
Assistant Staff Director
Reports Analysis Division

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