



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

January 7, 2004

RQ-2

Martha K. Denbaas, Treasurer
Ford Motor Company Civic
Action Fund
% Comerica Bank PAC Services
MC 2250
Detroit, MI 48275

Response Due Date:
February 6, 2004

Identification Number: C00046474

Reference: April Monthly Report (3/1/03 - 3/31/03)

Dear Ms. Denbaas:

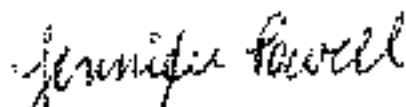
This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Schedule B of your report discloses apparent contributions to non-federal accounts of the DCCC and DSCC. Please be advised that 11 CFR §300.10 prohibits a national committee of a political party from receiving contributions that are not subject to the prohibitions, limitations, and reporting requirements of the Federal Election Campaign Act. Please provide clarification regarding these transactions and amend your report if necessary.

Unlike previous election cycles, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. **Requests for extensions of time in which to respond will not be considered.** Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

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 should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 1, then press 2 to reach the Reports Analysis Division) or my local number (202) 694-1301.

Sincerely,



Jennifer L. Powell
Campaign Finance Analyst
Reports Analysis Division

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