



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Kevin M. Madden, Treasurer
National Association of Insurance and Financial
Advisors Political Action Committee
2901 Telestar Court
Falls Church, VA 22042

JAN 30 2002

Identification Number: C00005249

Reference: December Monthly Report (11/1/01-11/30/01)

Dear Mr. Madden:

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:

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30

NATIONAL ASSOCIATION OF INSURANCE AND FINANCIAL ADVISORS
POLITICAL ACTION COMMITTEE
PAGE 2

days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2))
The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-Please amend your report by providing the purpose for each disbursement itemized on Schedule B supporting Line(s) 21(b).

-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 deducted per pay period. 11 CFR §104.8(b) Please refer to the enclosed sample of properly reported payroll deductions.

-Schedule B supporting Line 23 discloses a contribution(s) to a federal candidate(s) for the 2001 South Carolina Special Election (pertinent portions attached). Please provide the election designation in order to avoid the appearance of excessive contributions made to federal candidates by your committee.

-Schedule B supporting Line 23 discloses a contribution(s) to a federal candidate(s) for the 2001 Arkansas Special Election (pertinent portions attached). Please provide the election designation in order to avoid the appearance of excessive contributions made to federal candidates by your committee.

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A response or 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. Electronic filers must file amendments 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,

A handwritten signature in cursive script that reads "Thomas F. Maxwell, III". The signature is written in dark ink and includes a stylized flourish at the end.

Thomas F. Maxwell, III
Reports Analyst
Reports Analysis Division

SCHEDULE B (FEC Form 3X) **ITEMIZED DISBURSEMENTS**

Use separate schedule(s)
for each category of the
Detailed Summary Page

FOR LINE NUMBER:
(check only one)

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☐ 21b ☐ 22 ☒ 23 ☐ 24 ☐ 25
☐ 26 ☐ 27 ☐ 28a ☐ 28b ☐ 28c ☐ 29

Any information copied from such Reports and Statements may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes, other than using the name and address of any political committee to solicit contributions from such committee.

NAME OF COMMITTEE (in full)

National Association of Insurance and Financial Advisors Political Action Committee

Full Name (Last, First, Middle Initial)

A. Mike Hathorn for Congress Committee

Date of Disbursement

11 / 12 / 2001

Mailing Address

PO Box 4055

321 W Center Street

City

Fayetteville

State

AR

Zip Code

72702

Amount of Each Disbursement this Period

1000.00

Purpose of Disbursement

Contribution: Michael Carl Hathorn (AR-3)

Candidate Name

Michael Carl Hathorn (AR-3-D)

Category/
Type

Contribution: Michael Carl Hathorn (AR-3)

Office Sought:

X

House

Senate

President

Disbursement For:

Primary

General

Other (specify) ▼

State: AR

District: 3

Transaction ID: D6476

Full Name (Last, First, Middle Initial)

B. Boozman for Congress

Date of Disbursement

11 / 12 / 2001

Mailing Address

PO Box 671

City

Rogers

State

AR

Zip Code

72757

Amount of Each Disbursement this Period

1000.00

Purpose of Disbursement

Contribution: John Nichols Boozman (AR-3)

Candidate Name

John Nichols Boozman (AR-3-R)

Category/
Type

Contribution: John Nichols Boozman (AR-3)

Office Sought:

X

House

Senate

President

Disbursement For:

Primary

General

Other (specify) ▼

State: AR

District: 3

Transaction ID: D6477

Full Name (Last, First, Middle Initial)

C. Latham for Congress

Date of Disbursement

11 / 12 / 2001

Mailing Address

P.O. Box 174

City

Sioux City

State

IA

Zip Code

51102

Amount of Each Disbursement this Period

1000.00

Purpose of Disbursement

Contribution: Tom Latham (IA-5-R-US Hous)

Candidate Name

Tom Latham (IA-5-R)

Category/
Type

Contribution: Tom Latham (IA-5-R-US Hous)

Office Sought:

X

House

Senate

President

Disbursement For:

X Primary

General

Other (specify) ▼

State: IA

District: 5

Transaction ID: D6478

SUBTOTAL of Disbursements (this Page optional)

TOTAL This Period (last page this line number only)

3000.00

SCHEDULE B (FEC Form 3X) **ITEMIZED DISBURSEMENTS**

Use separate schedule(s)
for each category of this
Detailed Summary Page

FOR LINE NUMBER:
(check only one)

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☐ 21b ☐ 22 ☒ 23 ☐ 24 ☐ 25
☐ 26 ☐ 27 ☐ 28a ☐ 28b ☐ 28c ☐ 29

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NAME OF COMMITTEE (In Full)

National Association of Insurance and Financial Advisors Political Action Committee

Full Name (Last, First, Middle Initial)

A. Latham For Congress

Mailing Address

P.O. Box 174

City

Sloux City

State

IA

Zip Code

51102

Purpose of Disbursement

Contribution: Tom Latham (IA-5-R-US House)

Candidate Name

Tom Latham (IA-5-R)

Category/
Type

Office Sought:

☒ House

☐ Senate

☐ President

Disbursement For:

☒ Primary

☐ General

Other (specify) ▼

State: IA

District: 5

Date of Disbursement

11 / 12 / 2001

Amount of Each Disbursement This Period

1000.00

Contribution: Tom Latham (IA-5-R-US House)

Transaction ID: D6479

Full Name (Last, First, Middle Initial)

B. Joe Wilson for Congress Committee

Mailing Address

P.O. Box 5709

City

West Columbia

State

SC

Zip Code

29171

Purpose of Disbursement

Contribution: Joe Wilson (SC-2-R-US House)

Candidate Name

Joe Wilson (SC-2-R)

Category/
Type

Office Sought:

☒ House

☐ Senate

☐ President

Disbursement For:

☐ Primary

☐ General

Other (specify) ▼

State: SC

District: 2

Date of Disbursement

11 / 12 / 2001

Amount of Each Disbursement This Period

2000.00

Contribution: Joe Wilson (SC-2-R-US House)

Transaction ID: D6480

Full Name (Last, First, Middle Initial)

C. Longley for Congress

Mailing Address

P.O. Box 850

City

Unity

State

ME

Zip Code

04988

Purpose of Disbursement

Contribution: Susan W. Longley (ME-2-D-U)

Candidate Name

Susan W. Longley (ME-2-D)

Category/
Type

Office Sought:

☒ House

☐ Senate

☐ President

Disbursement For:

☒ Primary

☐ General

Other (specify) ▼

State: ME

District: 2

Date of Disbursement

11 / 12 / 2001

Amount of Each Disbursement This Period

2000.00

Contribution: Susan W. Longley (ME-2-D)

Transaction ID: D6481

SUBTOTAL of Disbursements This Page (optional)

5000.00

TOTAL This Period (last page this line number only)

