



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

Ken A. Crerar, Treasurer
The Council of Insurance Agents & Brokers
Political Action Committee
701 Pennsylvania Avenue, NW, Suite 750
Washington, DC 20004

OCT 02 2002

Identification Number: C00039578

Reference: September Monthly Report (8/1/02-8/31/02)

Dear Mr. Crerar:

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:

-Your calculations for Line 8 appear to be incorrect. Cash-on-hand at the close of the current reporting period should always equal the closing calendar year-to-date cash-on-hand amount. Please provide the corrected total on the Summary Page.

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 (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 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,

Colleen Manning
Campaign Finance Analyst
Reports Analysis Division

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