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2002 DEC 11 A 11:00

Connecting the Business Travel World

December 5, 2002

Federal Election Commission
999 E Street, NW
Washington, DC 20463

To Whom It May Concern,

From October 16-23, 2002, a National Business Travel Association (NBTA) staff member inadvertently used the NBTA PAC (C0037391D) deposit book to deposit NBTA organizational funds. The staff member thought she was using the NBTA deposit book but was using the PAC book instead. The actual amount of deposits that inadvertently went into the PAC account was for \$67,266.83.

The dates of the deposits into the PAC account are as follows:

10/16	\$220.00
10/16	\$4,800.00
10/16	\$18,602.83
10/18	\$40.00
10/18	\$6,384.00
10/18	\$10,400.00
10/22	\$295.00
10/22	\$7,200.00
10/23	\$4,675.00
10/23	<u>\$14,650.00</u>

Total \$67,266.83

NBTA transferred the funds out of the PAC account back into the NBTA's operational account on October 31, 2002.

Sincerely,

Steve Calayag
Finance Manager

National Business Travel Association
110 N. Royal Street, Suite 400, Alexandria, VA 22314
P. 703/684-0836 - F. 703/684-0263
www.nbta.org

NBTA

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002

2002 DEC 11 A 11:00

FEC FORM 3X

REPORT OF RECEIPTS AND DISBURSEMENTS

For Other Than An Authorized Committee

Other Use Only

NAME OF COMMITTEE (in full)

USE PRE-MARKING LABEL OR TYPE OR PRINT

Example: If typing, type over the lines.

12F84HS

National Business Travel Association Political Action Committee

ADDRESS (number and street)

110 North Royal Street

Check if different than previously reported. (ACC)

Alexandria

VA

22314

2747

CITY

STATE

ZIP CODE

FED IDENTIFICATION NUMBER

C00373910

IS THIS REPORT

NEW (N)

OR

AMENDED (A)

TYPE OF REPORT (Choose One)

(a) Quarterly Reports:

April 15 Quarterly Report (Q1)

July 15 Quarterly Report (Q2)

October 15 Quarterly Report (Q3)

January 31 Year-End Report (YE)

July 31 Mid-Year Report (Non-election Year Only) (MY)

Termination Report (TR)

(b) Monthly Report Due On:

Feb 20 (M2)

Mar 20 (M3)

Apr 20 (M4)

May 20 (M5)

Jun 20 (M6)

Jul 20 (M7)

Aug 20 (M8)

Sep 20 (M9)

Oct 20 (M10)

Nov 20 (M11) (Non-election Year Only)

Dec 20 (M12) (Non-election Year Only)

Jan 31 (YE)

(c) 12-Day PFB-Election Report for the:

Primary (12P)

Convention (12C)

General (12G)

Special (12S)

Runoff (12R)

Election on

NOV 20 2002

In the State of

VA

(d) 30-Day POST-Election Report for the:

General (30G)

Runoff (30R)

Special (30S)

Election on

NOV 05 2002

In the State of

US

Covering Period

07 16 2002

through

NOV 5 2002

I certify that I have examined this Report and to the best of my knowledge and belief it is true, correct and complete.

Type or Print Name of Treasurer

Cynthia Rucker

Signature of Treasurer

Date

NOV 05 2002

NOTE: Submission of false, erroneous, or incomplete information may subject the person signing this Report to the penalties of 18 U.S.C. §497a.

FEC FORM 3X (Revised 1/01)

Office Use

**SUMMARY PAGE
OF RECEIPTS AND DISBURSEMENTS**

FEC Form 278 (Revised 1/01)

Write or Type Committee Name

National Business Travel Association Political Action Committee

Report Covering the Period:

From:

1/1/99 7/6/99 2,000

To:

7/2/99 7/31/99 3,000

	COLUMN A This Period	COLUMN B Calendar Year-to-Date
(a) Cash on Hand January 1, 2,002		2,002
(b) Cash on Hand at Beginning of Reporting Period	2,000.00	
(c) Total Receipts (from Line 19)	3,000.00	3,000.00
(d) Subtotal (add Lines 3(b) and 6(c) for Column A and Lines 6(a) and 6(d) for Column B)	7,000.00	7,000.00
7. Total Disbursements (from Line 30)	1,600.00	1,600.00
8. Cash on Hand at Close of Reporting Period (subtract Line 7 from Line 6(d))	5,400.00	5,400.00
9. Debt and Obligations Owed TO the Committee (itemize all on Schedule C and/or Schedule D)	0	
10. Debt and Obligations Owed BY the Committee (itemize all on Schedule C and/or Schedule D)	0	

This committee has qualified as a multicandidate committee. (see FEC FORM 1M)

For further information contact:

Federal Election Commission
999 E Street, NW
Washington, DC 20463

Toll Free 800-424-9530
Local 202-694-1100

Federal Election Commission

ENVELOPE REPLACEMENT PAGE FOR INCOMING DOCUMENTS

The Commission has added this page to the end of this filing to indicate how it was received.

<input type="checkbox"/> Hand Delivered	Date of Receipt
<input checked="" type="checkbox"/> First Class Mail	POSTMARKED 12-6-07
<input type="checkbox"/> Registered/Certified Mail	POSTMARKED (R/C)
<input type="checkbox"/> No Postmark	
<input type="checkbox"/> Postmark Illegible	
<input type="checkbox"/> Received from the House office of Records and Registration	Date of Receipt
<input type="checkbox"/> Received from the Senate Office of Public Records	Date of Receipt
<input type="checkbox"/> Other (Specify):	Postmarked and/or Date of Receipt
<input type="checkbox"/> Electronic Filing	
<i>SL</i> PREPARER	12-11-07 DATE PREPARED