



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

December 19, 2022

CALEB CROSBY, TREASURER
CONGRESSIONAL LEADERSHIP FUND
1747 PENNSYLVANIA AVENUE, NW 5TH FLOOR
WASHINGTON, DC 20006

Response Due Date
01/23/2023

IDENTIFICATION NUMBER: C00504530

REFERENCE: 12 DAY PRE-GENERAL REPORT (10/01/2022 - 10/19/2022)

Dear Treasurer:

This letter is prompted by the Commission's preliminary review of the report referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **Failure to adequately respond by the response date noted above could result in an audit or enforcement action.** Additional information is needed for the following 2 item(s):

1. Schedule B supporting Line 29 of your report discloses negative entries for the receipt of apparent refunds/rebates of expenditures made during this or previous reporting periods. Please be advised that the receipt of offsets to expenditures should be disclosed on Schedule A supporting Line 15 of the Detailed Summary page if the vendor wrote a refund/rebate check on its account. This method of reporting would clarify for the public record the total amount of receipts and more accurately disclose the cash-on-hand amount. Please amend your report to properly disclose this activity or provide clarifying information.
2. Your committee has filed a 48 hour report for an independent expenditure opposing "LEVIN, MIKE" (see attached) which has not been itemized on Schedule E supporting Line 24 of the Detailed Summary Page. Please be advised that independent expenditures disclosed on 48 hour reports must also be itemized on a corresponding Schedule E or MEMO Schedule E and Schedule D (if applicable), in the appropriate reporting period. Further, if the actual payment(s) for the independent expenditure(s) occurs after the date of dissemination, the appropriate report(s) should continue to show payment on Schedule E and Schedule D, until the debt is fully extinguished. Please amend your report and any subsequent reports that may be affected by this correction.
(11 CFR §104.4)

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses must be received by the Commission on or before the due

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date noted above to be taken into consideration in determining whether audit action will be initiated. 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. **Requests for extensions of time in which to respond will not be considered.**

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. For information about the report review process or specific filing information for your committee type, please visit www.fec.gov/help-candidates-and-committees. For more information about Requests for Additional Information (RAI), why you received a letter, and how to respond, please visit www.fec.gov/help-candidates-and-committees/request-additional-information. Should you 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 5 to reach the Reports Analysis Division) or my local number(202) 694-1140.

Sincerely,

A handwritten signature in black ink that reads "Abigail Capps". The script is cursive and fluid, with the first name "Abigail" written in a larger, more prominent hand than the last name "Capps".

Abigail Capps

Senior Campaign Finance Analyst

Missing Schedule E (48 Hour Report)
Congressional Leadership Fund (C00504530)

Name of Payee	Dissemination Date	Amount	Candidate	Election
FlexPoint Media Inc	10/19/22	\$61,009.00	LEVIN, MIKE	G2022