



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20461

RQ-3

January 19, 1996

Robert C. Tarnok, Treasurer
Metropolitan Life Insurance Company
(METLIFE) Employees' Participation
Fund A
One Madison Avenue
New York, NY 10010

Identification Number: C00040923

Reference: November Monthly Report (10/1/95-10/31/95)

Dear Mr. Tarnok:

This letter is to inform you that as of January 18, 1996, the Commission has not received your response to our request for additional information, dated December 20, 1995. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Vince Tallman on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

A handwritten signature in cursive script, reading "John D. Gibson", is written over the typed name.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

RQ-2

Kenneth W. Malcolm, Treasurer
Metropolitan Life Insurance
Company (METLIFE) Employees'
Participation Fund A
One Madison Avenue
New York, NY 10010

DEC 20 1995

Identification Number: C00040923

Reference: November Monthly Report (10/1/95-10/31/95)

Dear Mr. Malcolm:

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:

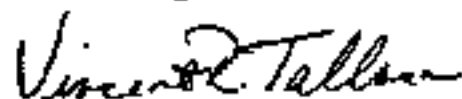
-Your report(s) was not signed by the treasurer or designated agent listed on your Statement of Organization. Please amend your report(s) by providing the signature of an individual that is authorized to sign the report(s). 2 U.S.C. §434(a)(1) and 11 CFR §104.14(a) and (d) If a new treasurer has been appointed, please file an amended Statement of Organization (FORM 1) or a letter to reflect this change.

-Pursuant to 11 CFR §110.6(c) all earmarked contributions, that have passed through a conduit's account, must be itemized on the receipt and disbursement schedules. Your report disclosed the receipt of earmarked contributions on Schedule A, but does not include any corresponding itemized disbursements on Schedule B. All earmarked contributions must be forwarded to the recipient candidate committee within 10 days of receiving the contribution. §102.8(a) and (c) Please amend your report by providing the omitted disbursement schedules for all earmarked contributions disclosed your committee.

-Your report disclosed a category of financial activity that has been reflected on the wrong line of the Detailed Summary Page. Refunds of contributions to individuals should be properly disclosed on a separate Schedule B, supporting Line 28(a) of the Detailed Summary Page. Please refer to the instructions contained on the forms to determine the proper categorization when preparing your next filing.

A written response or an 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. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,



Vincent R. Tallman
Reports Analyst
Reports Analysis Division

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