



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

May 31, 2023

JOSHUA HEID, TREASURER
WOOLPERT, INC. PAC
4454 IDEA CENTER BLVD.
DAYTON, OH 45430

Response Due Date
07/05/2023

IDENTIFICATION NUMBER: C00479899

REFERENCE: APRIL MONTHLY REPORT (03/01/2023 - 03/31/2023)

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 1 item(s):

- Commission Regulations require that a committee discloses 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 (initials for first or last name are not acceptable), complete mailing address, occupation, and name of employer. (11 CFR § 100.12) Your report discloses contributions from individuals for which the identification is not complete.

The attached employer name and occupation entries appear on your report and are not considered acceptable.

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)) See 11 CFR § 104.7(b)(1)(B) for examples of acceptable statements regarding the requirements of federal law.

Second, if the information is not provided, you must make one follow-up, stand

WOOLPERT, INC. PAC

Page 2 of 3

alone effort to obtain this information, regardless of whether the contribution(s) was solicited or not. This effort must occur no later than 30 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 requests 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 should 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 amend your report to 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 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 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 (RFAI), 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) 694-1223.

WOOLPERT, INC. PAC

Page 3 of 3

Sincerely,

A handwritten signature in black ink that reads "Lauren Hutchison". The signature is written in a cursive, flowing style with a large initial 'L' and a decorative flourish at the end.

Lauren Hutchison
Campaign Finance Analyst

352

Inadequate Employer/Occupation Entries
WOOLPERT, INC. PAC (C00479899)

Employer	Occupation
Chief Development Officer	Chief Development Officer
Chief Executive Officer I	Chief Executive Officer I
Chief Financial Officer I	Chief Financial Officer I
Chief Political Strat I	Chief Political Strat I
Discipline Ldr III	Discipline Ldr III
Engineer Prgrm Dir I	Engineer Prgrm Dir I
Engineer Prgrm Dir II	Engineer Prgrm Dir II
Geospatial PrgrmDirect II	Geospatial PrgrmDirect II
IM Program Director I	IM Program Director I
IM Project Manager IV	IM Project Manager IV
Market Director I	Market Director I
Sr Strategist I	Market Director I
Practice Ldr I	Market Director I
Optimal GEO	Optimal GEO
Planner Program Dir II	Planner Program Dir II
Regional Dev Dir I	Regional Dev Dir I
Sector Leader I	Sector Leader I
Dir, Infrastrure & Ops I	Vice President