



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-5

John A. C. Kelly, Treasurer
Microsoft Corporation Political Action Committee
16011 NE 36th Way
Redmond, WA 98073

AUG 09 2002

Identification Number: C00227546

Reference: May Monthly (4/1/02-4/30/02) and June Monthly (5/1/02-5/31/02)
Reports

Dear Mr. Kelly:

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:

-Please be advised that a contribution from individuals/persons should be itemized in excess of \$200 per year on Schedule A supporting Line 11(a)(i) when there is an apparent receipt received from the individual during the reporting period.

Any amendment or clarification should be filed with the Federal Election Commission. 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
Reports Analyst
Reports Analysis Division