



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

Martha Hermance, Treasurer  
Ford Motor Company Civic Action Fund  
c/o Comerica Bank, PAC Services, MC 2250  
Detroit, MI 48275

MAY 20 1998

Identification Number: C00046474

Reference: February Monthly Report (1/1/98-1/31/98)

Dear Ms. Hermance:

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 provide a Schedule B to support the entry reported on Line 22 of the Detailed Summary Page. Each transfer-out to an affiliated committee must be itemized on Schedule B regardless of the amount transferred. 2 U.S.C. §434(b)(6)(B)(i)

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) 694-1130.

Sincerely,

A handwritten signature in black ink, appearing to read "Donald L. Averett".

Donald L. Averett  
Senior Reports Analyst  
Reports Analysis Division

