



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

August 31, 2015

PATRICIA BAIG, TREASURER
THE REPUBLICAN PARTY OF FORT BEND
COUNTY FEDERAL COMMITTEE
2012 AVE G
ROSENBERG, TX 77471

Response Due Date
10/05/2015

IDENTIFICATION NUMBER: C00529628

REFERENCE: MAY MONTHLY REPORT (04/01/2015 - 04/30/2015)

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 **4** item(s):

1. Your report discloses a negative ending cash balance of \$22,680.63. This suggests that you have overdrawn your account, made a mathematical error, or incurred a debt. If your committee has incurred a debt or obligation, please itemize this debt on Schedule D, show a zero balance on Line 8 of the Summary Page and include the amount on Line 10. Please file an amendment to your report to accurately disclose your financial activities. (52 U.S.C. §30104(b)(8) (formerly 2 U.S.C. §434(b)(8)) and 11 CFR § 104.3(d))
2. Please amend your report by providing the address for each disbursement itemized on Schedule H4 supporting Lines 21(a). (11 CFR §§104.3(a)(4) and 104.10(4))
3. Schedule H4 discloses a disbursement(s) which is categorized as a fundraising expense(s); however, a Schedule H2 has not been filed to disclose the allocation ratio. All committees are required to allocate the direct costs of each fundraising event in which the committee collects both federal and non-federal funds. The costs are allocated according to the funds received ratio and reported on Schedule H2. (11 CFR §§106.6(d) and 106.7(d)(4)) Please file a Schedule H2 to disclose the ratio for the fundraising event(s).
4. Schedule H4 of your report discloses reimbursements to individuals for

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"Reimbursement-HQ supplies." Please be advised that when itemizing reimbursements to individuals for goods or services, payment to the original vendors must be itemized as memo entries regardless of amount. Each memo entry must include the name and address of the original vendor, as well as the date, amount and purpose of the original purchase must be provided. Please amend your report to include the missing information and clearly identify on the Schedule H4, which reimbursement each memo entry relates to. (11 CFR § §104.10 and 104.17, and Advisory Opinions 1992-1 and 1996-20, footnote 3)

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. If you should 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) 694-1169.

Sincerely,



Kevin Fortkiewicz
Senior Campaign Finance Analyst
Reports Analysis Division