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March 6, 2012

BY EMAIL

Ms. Krista Roche
Assistant Director
Alternative Dispute Resolution Office
Federal Election Commission
999 E Street, N.W.
Washington, DC 20463

Re: ADR 601

Dear Ms. Roche:

I write on behalf of my client, Tim Bishop for Congress ("the Committee"). Enclosed please find an ADR commitment form executed on the Committee's behalf by its custodian of records, Molly Bishop.

This matter arose from a series of amendments filed by the Committee in late 2010 and early 2011. The referral indicates that these amendments disclosed additional receipts of \$1,237.48, additional disbursements of \$27,629.40, and additional debts of \$24,922.65. The Committee filed these amendments on its own initiative, based on information it developed at the time. It subsequently responded to requests for information regarding these amendments from the Reports Analysis Division.

Two unanticipated circumstances helped give rise to the omissions on the original reports:

- First, the Committee's custodian of records, who is primarily responsible for communicating financial information to the external compliance specialist who prepares and files its reports, had a child in the weeks immediately before the election. This adversely affected the Committee's normal processes for preparing and filing its reports.
- Second, the candidate, who was thought to have won by nearly 4,000 votes immediately after Election Day, was unexpectedly plunged into a contested election when subsequent

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counting and recanvassing narrowed the margin to as few as 15 votes. The Committee remained in a recount and related litigation until December 8, when the opposing candidate finally conceded. The exigencies of the recount and litigation placed further, unexpected demands on the Committee's staff and consultants.

The Committee has since taken steps to strengthen its compliance practices. First, it has adopted written, internal procedures for the processing of receipts and disbursements. Second, circumstances have allowed its designated permanent officer to devote more time to collecting and transmitting financial information, than was available in the weeks surrounding the 2010 election. Third, the Committee and its external compliance specialist have discussed and reviewed the processes for communicating reportable information. Finally, the Committee has arranged for its finance associate to attend a Commission training session, in order to broaden the level of compliance expertise within its permanent staff.

I look forward to our March 7 meeting, and to discussing how the Committee might further strengthen its compliance practices to avoid such issues in the future.

Very truly yours,



Brian G. Svoboda

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