



FEDERAL ELECTION COMMISSION

WASHINGTON, D.C. 20463

JAN 9 - 2003

Jay Wallace, Treasurer
Shelley for Secretary of State
5214-F Diamond Heights Blvd.
San Francisco, CA 94131

RE: MUR 5304

Dear Mr. Wallace:

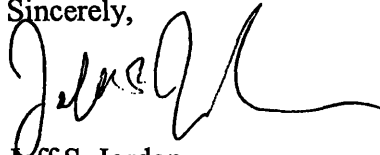
Enclosed is a copy of a letter from the Federal Election Commission ("Commission"), addressed to you at a different address and dated October 2, 2002, along with the referenced enclosures. We did not receive a response, and are now forwarding the letter to you at the above-referenced address. The Commission's original letter states that the Commission received a complaint which indicated that Shelley for Secretary of State ("the Committee") and you, as treasurer, may have violated the Federal Election Campaign Act of 1971, as amended ("the Act.") A copy of the complaint is enclosed, along with a copy of the Commission's procedures for processing complaints and a designation of counsel statement.

Under the Act you have the opportunity to demonstrate in writing that no action should be taken against the Committee and you, as treasurer, in this matter. Please submit any factual or legal materials that you believe are relevant to the Commission's analysis of this matter. Where appropriate, statements should be submitted under oath. Your response, which should be addressed to the General Counsel's Office, must be submitted within 15 days of receipt of this letter. If no response is received within 15 days, the Commission may take further action based on the available information.

This matter will remain confidential in accordance with 2 U.S.C. § 437g(a)(4)(B) and § 437g(a)(12)(A) unless you notify the Commission in writing that you wish the matter to be made public. If you intend to be represented by counsel in this matter, please advise the Commission by completing the enclosed form stating the name, address and telephone number of such counsel, and authorizing such counsel to receive any notifications and other communications from the Commission.

If you have any questions, please contact me at: 202-694-1650.

Sincerely,



Jeff S. Jordan
Supervisory Attorney
Central Enforcement Docket

Enclosures:

Letter dated October 2, 2002
Complaint
Procedures
Designation of Counsel Statement

Cc: The Honorable Kevin Shelly