



1000 Washington Street  
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Harpers Ferry, WV 25425  
304-535-2206  
www.harpersferrywv.com

## Corporation of Harpers Ferry

Gregory J. Vaughn, Mayor  
Kevin Carden, Recorder

Council Members  
Greg 'Storm' DiCostanzo  
Christian Pechuekonis  
Jim Jenkins  
Chris Craig  
Laurel Drake

November 18, 2021

Ms. Amber Petraitis  
Data Acquisition Specialist  
SmartProcure

Sent via email: [apetraites@smartprocure.com](mailto:apetraites@smartprocure.com)

RE: FOIA Request – Harpers Ferry No. 2021-0016

Ms. Petraitis:

This letter is in response to your FOIA request dated 11/12/21 requesting any and all purchasing records from 01/01/2015 to current; the request is limited to readily available records without physically copying, scanning or printing paper documents.

Be advised, this information can be found on the Town's website, [www.harpersferrywv.us](http://www.harpersferrywv.us). Click on the Town Council Tab at the top of the page, then click on Town Council Meeting Notices and Records. You will be able to review the monthly financial statements which includes the information you are seeking.

Please consider this letter as fulfillment of your FOIA request. In compliance with West Virginia law, the Secretary of State's Online FOIA Database will be updated by the Town's Recorder to show this FOIA request completed.

Sincerely,

*Pat Morse*

Pat Morse  
Office Coordinator

cc: Mayor, Recorder and Town Council

Historic District  
Where The Shenandoah Meets The Potomac