TOWN OF HARTLAND

Caitlin Clark

Town Clerk & Tax Collector

PHONE-716-735-7179

FAX- 716-735-3061

EMAIL-

8942 RIDGE RD

GASPORT NY 14067

January 24, 2024

Joanne Riford

Dear Ms. Riford,

This letter is to advise you the Town is in receipt of your F.O.I.L. request dated January 24, 2024 requesting the following:

1. Copy of my November 7, 2023, FOIL request submitted to the Town of Hartland Clerk's Office for Seaman Norris contracts.
2. Copy of the Town of Hartland Clerk's Office November 10, 2023, acknowledgement letter in response to my November 7, 2023, request for Seaman Norris LLP contracts.
3. Copy of all records (contracts) provided in response by the Town of Hartland Clerk's Office to my November 7, 2023, FOIL request (contracts).
4. Please provide a certification letter for all responsive copies regarding this request pursuant to NYS FOIL §89 3. (a) which states in part "the entity shall provide a copy of such record and certify to the correctness of such copy if so requested"

Please be advised that pursuant to Freedom of Information Law, a search of documents requested will be conducted. It is estimated that your request will be granted, granted in part, or denied within twenty business days.



Caitlin Clark

Hartland Town Clerk