

May 14, 2015

Luzerne County Controllers Office  
20 North Pennsylvania Blvd  
Wilkes-Barre, PA 18711

Dear Sir or Madam:

Pursuant to the Pennsylvania Right to Know Law, I am requesting the following information:

**Copies of all current corrections-related contracts between a private entity and the city of Wilkes-Barre, including but not limited to the operation of city jails, youth detention facilities, reentry providers; or the provision of private services including but not limited to electronic monitoring services, prisoner transport services, pretrial services, community treatment providers, correctional healthcare, correctional food service, correctional commissary services, correctional telecom providers or correctional financial services.**

If you refuse to provide this information, please advise me in writing and indicate the applicable exemption to the Pennsylvania Right to Know Law. Also, please state with particularity the reasons for your decision. If the exemption you are claiming only applies to a portion of the records, please delete that portion and provide copies of the remainder of the records. If my request is denied in whole or part, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law. If your agency does not maintain these public records, please let me know who does and include the proper custodian's name and address. If you refuse to provide this information, please advise me in writing and indicate the applicable exemption to the Pennsylvania Right to Know Law. Also, please state the reasons for your decision.

**Please provide electronic copies of documents in PDF form sent via email.** If there are any fees for searching or copying these records, please inform me if the cost will exceed \$50.00. The Pennsylvania Right to Know Law requires governmental entities to produce public information in response to a request in 5 days. Please let know when I might expect copies or the ability to inspect the requested records. If processing this request and providing copies of the records will take significant time, please contact me so we can work out a reasonable date.

Thank you for your assistance.

Sincerely,



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