



## Richmond County Public Library

52 Campus Drive, Warsaw, Virginia 22572

February 11, 2014

Ms. Edith Anne Sanders  
Treasurer, Richmond County  
Post Office Box 1000  
Warsaw, VA 22572

Dear Mrs. Sanders:

On behalf of the Richmond County Public Library Board of Trustees, I request a total of \$20580.75 to be transferred to Rappahannock Community College. This amount represents the third installment of our contract fee to the college in the amount of \$14,212.00 for FY2014; and \$6368.75 for purchasing library materials.

Thank you very much.

Sincerely,

Dan Ream, Director  
Richmond County Public Library Director  
52 Campus Drive  
Warsaw, VA 22572

cc: Sue Broaddus