

Open Records Officer
Fayette County Courthouse
61 East Main Street
Uniontown PA 15401



Email fayettertk@fayettepa.org
Telephone 724-430-1200
Ext 1504 or 1501
Facsimile 724-430-1265

RIGHT-TO-KNOW REQUEST FORM

DATE REQUESTED: [REDACTED] 03-05-2026

REQUEST SUBMITTED BY: E-MAIL U.S. MAIL FAX IN-PERSON

NAME OF REQUESTOR: MATTHEW DAVID DOWLING

STREET ADDRESS: [REDACTED]

CITY/STATE/COUNTY: [REDACTED]

TELEPHONE: [REDACTED]

EMAIL: [REDACTED]

RECORDS REQUESTED:
**Provide as much specific detail as possible so the agency can identify the information.*

PLEASE SEE ATTACHED.

DO YOU WANT COPIES? YES or NO
DO YOU WANT TO INSPECT THE RECORDS? YES or NO
DO YOU WANT CERTIFIED COPIES OF RECORDS? YES or NO

***Public bodies may fill anonymous verbal or written requests. If the requestor wishes to pursue the relief and remedies provided for in this Act, the request must be in writing. (Section 702.) Written requests need not include an explanation why information is sought or the intended use of the information unless otherwise required by law. (Section 703.)*

Open Records Officer [REDACTED] Internal Use Only
Date Received By Agency 3-5-26 (also time stamp)
Agency Five (5) Day Response Due 3-12-26
Copy Fee _____

30 day
4-16-26

RIGHT-TO-KNOW LAW REQUEST

Pennsylvania Right-to-Know Law (65 P.S. § 67.101 et seq.)

Date: March 4, 2026

To:

Open Records Officer
Fayette County
61 East Main Street
Uniontown, PA 15401

RE: Right-to-Know Request – Fayette County Recorder of Deeds Website

Dear Open Records Officer:

Pursuant to the Pennsylvania Right-to-Know Law, 65 P.S. § 67.101 et seq., I respectfully request access to and copies of the following records relating to the Fayette County Recorder of Deeds website located at <https://fayettecorecorderpa.gov>. Unless otherwise noted, this request seeks records from January 1, 2024 to the present.

I. Domain Registration Records

1. The registrant of the domain fayettecorecorderpa.gov
2. The registrant of the domain fayettecountyrecorderofdeeds.com
3. The individual or entity who registered either domain
4. The administrative contact associated with each domain
5. The billing contact associated with each domain
6. Invoices, payments, or billing records related to domain registration or renewal
7. Agreements, communications, or contracts related to the registration or management of these domains

II. Website Hosting Records

8. The hosting provider used for fayettecorecorderpa.gov
9. The individual or entity that created the hosting account
10. The administrative contact for the hosting account
11. The billing contact for the hosting account
12. Invoices, payment records, or billing statements related to hosting services
13. Contracts or agreements related to website hosting
14. Records reflecting who has administrative access to the hosting account

III. Website Development and Design

15. The individual or entity that designed, built, or deployed the website
16. Any contractor, vendor, or consultant involved in website development
17. Contracts, proposals, invoices, purchase orders, or payments relating to website development or maintenance
18. Communications relating to the design, construction, or launch of the website
19. Records reflecting any procurement process related to website development

IV. WordPress Administration and Access

20. All WordPress user accounts created for the website
21. All WordPress users with administrative privileges
22. The individuals associated with each WordPress account
23. When each WordPress account was created
24. Who created each account
25. Records reflecting any changes to administrator privileges

V. Website Software, Themes, and Plugins

26. Installation, licensing, configuration, or administration of the WordPress theme 'Real Estate Elementor'
27. Any associated child themes or customized theme files
28. The WordPress plugin 'Custom Facebook Feed'
29. Any plugin used to integrate Facebook or social media with the website
30. Elementor, Elementor Pro, or related extensions
31. Any other WordPress plugins installed on the site
32. Records identifying who installed, configured, or maintains the software and any licensing or payment records

VI. Facebook Integration

33. Any integration between the Recorder of Deeds website and Facebook
34. The Facebook page associated with the website
35. Who authorized or configured the Facebook integration
36. Any Facebook API credentials or access tokens used by the website
37. Communications relating to the setup or operation of Facebook feeds on the website

VII. Website Access and Administrative Control

38. Individuals with administrative or development access to the website
39. Individuals with access to modify website content

- 40. Individuals with access to the website hosting environment
- 41. Records reflecting remote administrative access to the website

VIII. Website Files and Media Uploads

- 42. The individual(s) responsible for uploading media or files to the website
- 43. Administrative access to the WordPress uploads directory
- 44. Records reflecting the management of files or media on the website

IX. Communications Regarding Website Creation or Management

- 45. All communications between Fayette County personnel and any third party relating to website design, hosting, domain registration, maintenance, or social media integration

X. Procurement and Payment Records

- 46. Invoices, purchase orders, payment approvals, contracts, and reimbursements related to hosting, domain registration, website design, maintenance, or plugins

Format of Production

Please provide the requested records in electronic format (PDF or native electronic files) where available.

Certification

If any portion of this request is denied, please provide the specific legal basis for the denial, the name and title of the individual responsible for the denial, and notice of appeal rights under the Pennsylvania Right-to-Know Law.

Respectfully submitted,

[Redacted Signature]

Matthew Dowling

[Redacted Title]

03-05-2026

Date

Subject: Right-to-Know Request Submission – Recorder of Deeds Website
Date: Thursday, March 5, 2026 at 2:37:20 AM Eastern Standard Time
From: Matthew Dowling
To: Fayette RTK
Priority: High
Attachments: 2026-03-05_FayetteRTK.pdf

CAUTION

This message originated from an external source. Verify the legitimacy before clicking links or opening attachments.

Dear Open Records Officer,

Please find attached a Right-to-Know Law request submitted pursuant to **65 P.S. § 67.101 et seq.** regarding records associated with the Fayette County Recorder of Deeds website.

2026-03-05_FayetteRTK

The request seeks records relating to domain registration, website hosting, development and design, WordPress administration, software and plugins, Facebook integration, administrative access, and related procurement or payment records associated with the website <https://fayettecorecorderpa.gov> for the time period beginning **January 1, 2024 to the present.** 2026-03-05_FayetteRTK

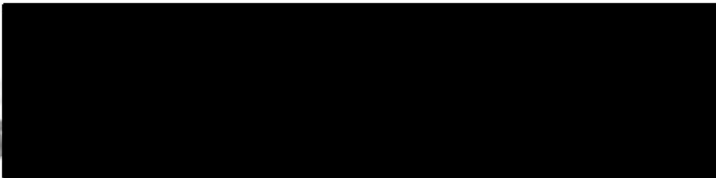
For convenience, the request asks that responsive records be provided **in electronic format (PDF or native electronic files) where available.** 2026-03-05_FayetteRTK

Please confirm receipt of this request and advise if a tracking number has been assigned. If any portion of the request is denied, please provide the statutory basis for the denial and the required notice of appeal rights under the Right-to-Know Law.

If you have any questions or require clarification to facilitate processing, please feel free to contact me.

Thank you for your time and attention to this request.

Respectfully,
Matthew David Dowling



 www.MatthewDDowling.com | www.AmplifyPA.com

 Facebook:



 Twitter/X:

 Instagram:

Re: Right-to-Know Request Submission – Recorder of Deeds Website

From Fayette RTK <fayettertk@fayettepa.org>

Date Fri 3/13/2026 1:42 PM

To Matthew Dowling [REDACTED]

Cc Fayette RTK <fayettertk@fayettepa.org>

Matthew Dowling
[REDACTED]

March 13, 2026

Dear Matthew Dowling,

Thank you for writing to Fayette County with your requests for information pursuant to the Pennsylvania Right-To-Know law.

On March 5, 2026, you requested,
"• Inquiry: Information on Fayette Recorder of Deeds Website"

We are invoking the 30-day extension to gather all documents and review prior to sending to you. We will have your request on or before April 16, 2026

Section 102. Definitions

"Record." Information, regardless of physical form or characteristics, that documents a transaction or activity of an agency and that is created, received, or retained pursuant to law or in connection with a transaction, business, or activity of the agency. The term includes a document, paper, letter, map, book, tape, photograph, film or sound recording, information stored or maintained electronically, and a data processed or image- processed document.

Because the records you are not requesting are not records of Fayette County, the county is not required to produce the information you are requesting, as follows.

Section 705. Creation of record.

When responding to a request for access, an agency shall not be required to create a record which does not currently exist or to compile, maintain, format, or organize a record in a manner in which the agency does not currently compile, maintain, format, or organize the record.

You have a right to appeal this denial of information in writing to the Office of Open Records, Commonwealth Keystone Building, 400 North Street, 4th Floor, Harrisburg, PA 17120.

If you choose to file an appeal you must do so within 15 business days of the mailing date of the agency's response. See 65 P.S. § 67.1101. Please note that a copy of your original Right-to-Know request and this denial letter must be included when filing an appeal. The law also requires that you state the reasons why the record is a public record and address each of the reasons the Agency denies your request. Visit the Office of Open Records website at <http://www.openrecords.pa.gov> for further

information on filing an appeal. If you have further questions, please call Mark E. Rafail at 724-430-1200, extension 1501. Please be advised that this correspondence will serve to close this record with our office as permitted by law.

Morgan Keteles

Assistant Chief Clerk
Fayette County Commissioners Office
61 East Main Street
Uniontown, PA 15401
Phone: 724-430-1200 ext. 1504

From: Matthew Dowling [REDACTED]
Sent: Thursday, March 5, 2026 2:37 AM
To: Fayette RTK <fayettertk@fayettepa.org>
Subject: Right-to-Know Request Submission – Recorder of Deeds Website

CAUTION
This message originated from an external source. Verify the legitimacy before clicking links or opening attachments.

Dear Open Records Officer,

Please find attached a Right-to-Know Law request submitted pursuant to **65 P.S. § 67.101 et seq.** regarding records associated with the Fayette County Recorder of Deeds website.

2026-03-05_FayetteRTK

The request seeks records relating to domain registration, website hosting, development and design, WordPress administration, software and plugins, Facebook integration, administrative access, and related procurement or payment records associated with the website **<https://fayettecorecorderpa.gov>** for the time period beginning **January 1, 2024 to the present.** 2026-03-05_FayetteRTK

For convenience, the request asks that responsive records be provided **in electronic format (PDF or native electronic files) where available.** 2026-03-05_FayetteRTK

Please confirm receipt of this request and advise if a tracking number has been assigned. If any portion of the request is denied, please provide the statutory basis for the denial and the required notice of appeal rights under the Right-to-Know Law.

If you have any questions or require clarification to facilitate processing, please feel free to contact me.

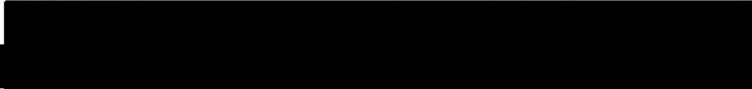
Thank you for your time and attention to this request.

Respectfully,
Matthew David Dowling



www.MatthewDDowling.com | www.AmplifyPA.com

 Facebook:



 Twitter/X:

 Instagram:



