



## State of West Virginia

Office of the State Auditor  
1900 Kanawha Boulevard, East  
State Capitol Complex, Building 1, Room W-100  
Charleston, West Virginia 25305

Glen B. Gainer III  
State Auditor

Telephone: (304) 558-2251  
FAX: (304) 558-5200  
Internet: <http://www.wvauditor.com>

**September 15, 2006**

### To Whom It May Concern:

The State of West Virginia recently initiated a new travel card program which is direct billed to the State. In accordance with West Virginia law, purchases made with this card are **TAX EXEMPT**. Any purchase made with the State's Purchasing Card, including in-state travel, is exempt from any form of taxation.

A sample of the current Purchasing Card design is included for your convenience. We thank you in advance for your cooperation and assistance in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Glen B. Gainer III".

**Glen B. Gainer III  
State Auditor**

A handwritten signature in black ink, appearing to read "John C. Musgrave".

**John C. Musgrave  
Acting Cabinet Secretary  
Department of Revenue**

**GBGIII:cc**

**Attachment**

