



PURCHASING DEPARTMENT  
County of Hidalgo

MEMORANDUM

**TO:** Ms. Yvonne Ramon, Administrator  
Hidalgo County Elections Department  
Attn: Melanie Esparza

**From:** Elena Gomez, Buyer II  
Hidalgo County Purchasing Dept.

**Date:** May 21, 2015

**Re:** Bid No. 2015-198-00-00-MEG-Approval of Specifications for **HIDALGO COUNTY-"2015  
Printing and Massive Mail-Out for Voter Registration  
Certifications for Elections Department"**

Please review the following **SPECIFICATIONS** and verify if all requirements are met by signing below and indicating **APPROVE** (or) **DISAPPROVE**. If specification is **NOT** met, make any and all modifications necessary and return the revised copy to the designated Buyer in the Purchasing Department.

If you have any questions, please call me at (956) 318-2626 ext# 4855.

APPROVE <input checked="" type="checkbox"/>	DISAPPROVE <input type="checkbox"/>
APPROVED WITH MODIFICATIONS <input type="checkbox"/>	

FUNDS AVAILABILITY: \_\_\_\_\_ YES / \_\_\_\_\_ NO /  Other

(Specify) we have money for printing of cards; budget will deposit money for postage when we

BUDGET ACCOUNT #: 5-1100-414-00-130-001-0-350; 5-1100-414-00-130-001-0-535 Need it

Yvonne Ramon YVONNE RAMON Elections 7/6/15  
AUTHORIZED SIGNATURE PRINTED NAME DEPARTMENT DATE

**SUBMIT THIS FORM TO THE HIDALGO COUNTY PURCHASING DEPARTMENT, VIA FAX TO (956) 292-7612 or e-mail: [elena.gomez@co.hidalgo.tx.us](mailto:elena.gomez@co.hidalgo.tx.us) as soon as possible.**

Enclosures