



PURCHASING DEPARTMENT  
County Of Hidalgo

Velma Sue De Leon  
d/b/a Memorial Funeral Home  
Attn: Leon De Leon  
208 East Canton  
Edinburg, TX 78539  
956-380-1417 – Office  
956-380-0207 – Fax

email: [memfuneral@aol.com](mailto:memfuneral@aol.com)

Re: E-17-313-12-19 – 60 day extension  
Funeral & Burial Services for Hidalgo County Qualified Indigent Families

Dear Mr. De Leon:

Be advised that Hidalgo County has chosen to exercise the option to extend the above-referenced contract for an additional sixty (60) days as allowed in the contract, under the same rates, terms and conditions with your company. In order to proceed, the County is required as of January 1, 2016, to comply with Texas Government Code §2252.908 and the rules issued by the Texas Ethics Commission found in Title 1, Section 46.1, 46.3, and 46.5 of the Texas Administrative Code. In accordance with these requirements, the vendor must submit a completed Certificate of Interested Parties Form IHB1295.

The form can be found at the following website:

[https://www.ethics.state.tx.us/whatsnew/elf\\_info\\_form1295.htm](https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

In box 3 of Form 1295, provide reference number "E-17-313". Once completed and filed, "unsworn declaration" Form 1295 must be printed, signed and submitted to our office by 11:00 a.m. Tuesday, February 5, 2019.

In addition, please include your "Updated Certificate of Insurance" with acknowledgment of receipt of this notice by signing below.

By: 

Date: 02/05/2019

If assistance is required, please call the Hidalgo County Purchasing Department (956) 318-2626.

Sincerely,  
  
Martha L. Salazar, CPPB  
Hidalgo County Purchasing Agent

MLS/hgo  
Enclosures