



2812 S. Bus. Hwy 281
Edinburg, Texas 78539
Phone: (956) 318-2626
Fax: (956) 318-2629
www.co.hidalgo.tx.us/purchasing

MEMORANDUM

Date: May 04, 2020

UBEO
P.O. Box 791070
San Antonio, TX. 78279

Wellsfargo
Attn: Customer Service
P.O. Box 3072
Cedar Rapids, Iowa 75406-3072

RE: Cancellation of lease

Please allow this letter to serve as a 30-day notice of cancellation for the following Lease Sharp Copiers for the Hidalgo County WIC Program;

- **Model #1:** MXM654, Serial #:7500313400 **ID # CBSV10882 Lease Agreement # 9668484001**
- **Model #2:** MX4070, Serial # 7508024400 **ID # CBSV10883 Lease Agreement # 9668485001**

Please send me the necessary information to terminate the lease and coordinate the return of this equipment. If you have any questions feel free to contact me.

Sincerely,

Tanya De Lira
Hidalgo County Purchasing Department
Contract Specialist II
956-318-2626

Person to contact to schedule pickup:

Name: Margarita Gonzalez
Address: 3105 West University Drive
City, State, Zip: Edinburg TX. 78539
Phone: 956-381-4646 x 4042
Email: mague.gonzalez@wic.co.hidalgo.tx.us