GLENWOOD CEMETERY

To: Bonnie Ambrus

From: Martha Peterson

Subject: Elinora Barlow's Request
WC-F 008 W½

Date: June 22, 2006

There are only two places where the coping is cracked. Freeman's estimate for repair is $400, to include:

Raising the entrance to the top of the posts beside it, adding a new foundation under the entrance

Resetting the marble plaque at the entrance (or a replacement one, if Ms. Barlow chooses)

Adding an expansion joint at the crack on the west side and patching the stucco beside it (the color match will be close, but not exact)

If you anticipate the markers will have to be raised because of the change from gravel to grass, we will have to add cost for that.

MP

Attachments

Will be sending $100.00/month
Pd - 3rd Mon month after 5

150-00 Remove grave Plant Grass

GLENWOOD CEMETERY

To: Bonnie Ambrus

From: Martha Peterson

Subject: Elinora Barlow's Request
WC-F 008 W½

Date: June 22, 2006

There are only two places where the coping is cracked. Freeman's estimate for repair is $400, to include:

Raising the entrance to the top of the posts beside it, adding a new foundation under the entrance

Resetting the marble plaque at the entrance (or a replacement one, if Ms. Barlow chooses)

Adding an expansion joint at the crack on the west side and patching the stucco beside it (the color match will be close, but not exact)

If you anticipate the markers will have to be raised because of the change from gravel to grass, we will have to add cost for that.

MP

Attachments

Will be sending $100.00/month 4 Pd - 3rd Date after 5 month

150-00 Remove Grave Plant Grass

GLENWOOD CEMETERY

To: Bonnie Ambrus

From: Martha Peterson

Subject: Elinora Barlow's Request
WC-F 008 W½

Date: June 22, 2006

There are only two places where the coping is cracked. Freeman's estimate for repair is $400, to include:

Raising the entrance to the top of the posts beside it, adding a new foundation under the entrance

Resetting the marble plaque at the entrance (or a replacement one, if Ms. Barlow chooses)

Adding an expansion joint at the crack on the west side and patching the stucco beside it (the color match will be close, but not exact)

If you anticipate the markers will have to be raised because of the change from gravel to grass, we will have to add cost for that.

MP

Attachments

GLENWOOD CEMETERY, INC.

June 23, 2006

Ms. Mary Lou Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Marquis:

Per your request I have enclosed pictures of the existing lot owned by Rudolph and Frieda Martin. The restoration cost for this lot is as follows:

Coping

1. The entrance will be raised to the top of the posts beside it, adding a new foundation under the entrance.
2. The marble plaque at entrance will be reset
3. An expansion joint will be added at the crack on the west side and the stucco will be patched

$ 400.00

Gravel

The gravel will be removed, soil will be added and grass planted.

150.00

Total $ 550.00

The restoration work will begin at the time we receive one-half of the amount due.

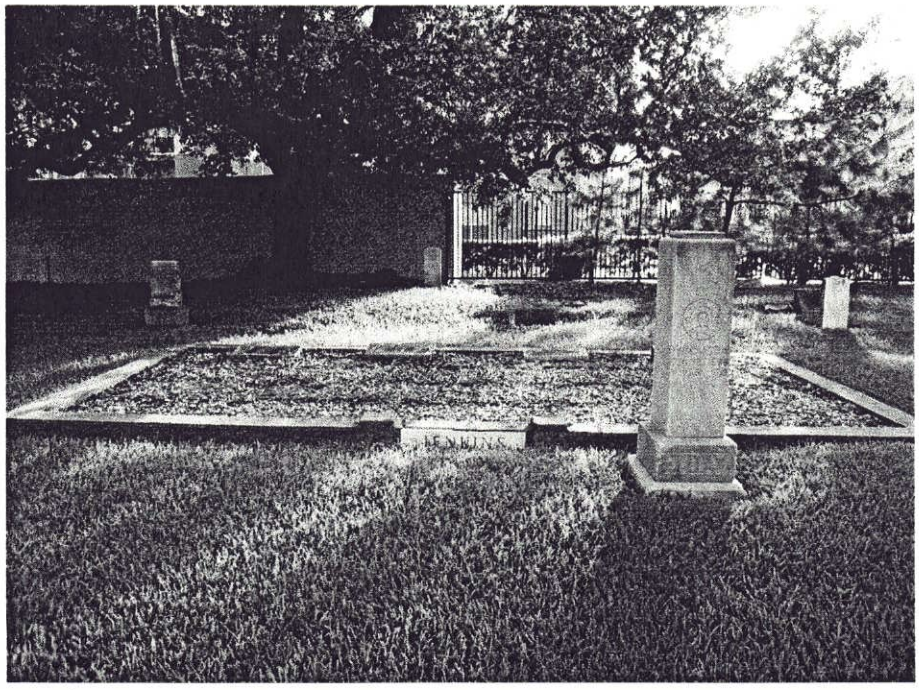
If your have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

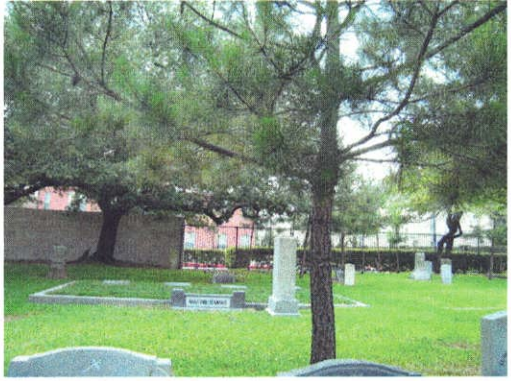
/lme
Enclosure (1)

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429






JENKINS



June 23, 2006

Ms. Mary Lou Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Marquis:

Per your request I have enclosed pictures of the existing lot owned by Rudolph and Frieda Martin. The restoration cost for this lot is as follows:

Coping

1. The entrance will be raised to the top of the posts beside it, adding a new foundation under the entrance.
2. The marble plaque at entrance will be reset
3. An expansion joint will be added at the crack on the west side and the stucco will be patched

$ 400.00

Gravel

The gravel will be removed, soil will be added and grass planted.

150.00

Total $ 550.00

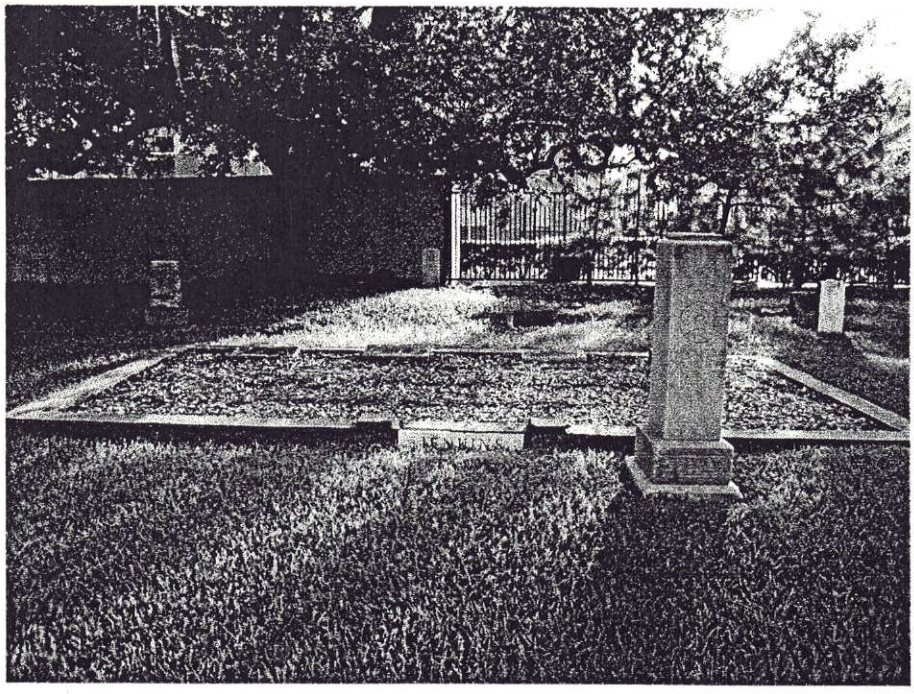
The restoration work will begin at the time we receive one-half of the amount due.

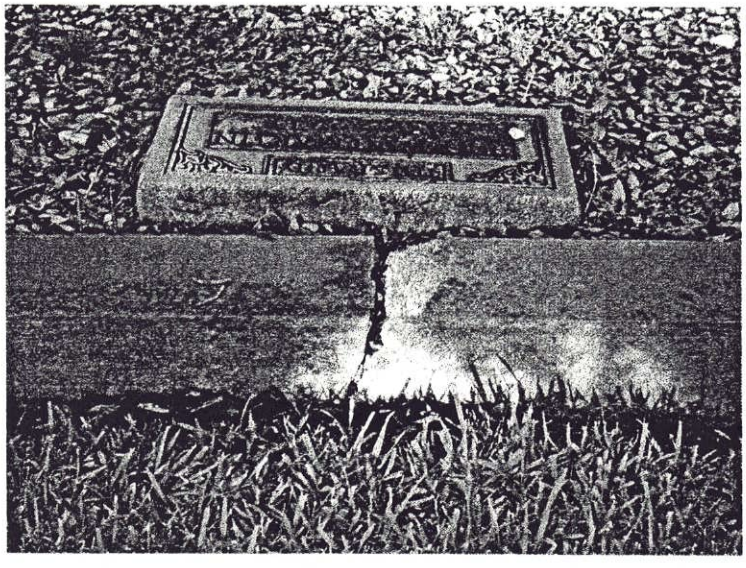
If your have any questions, please call me at 713-864-7886.

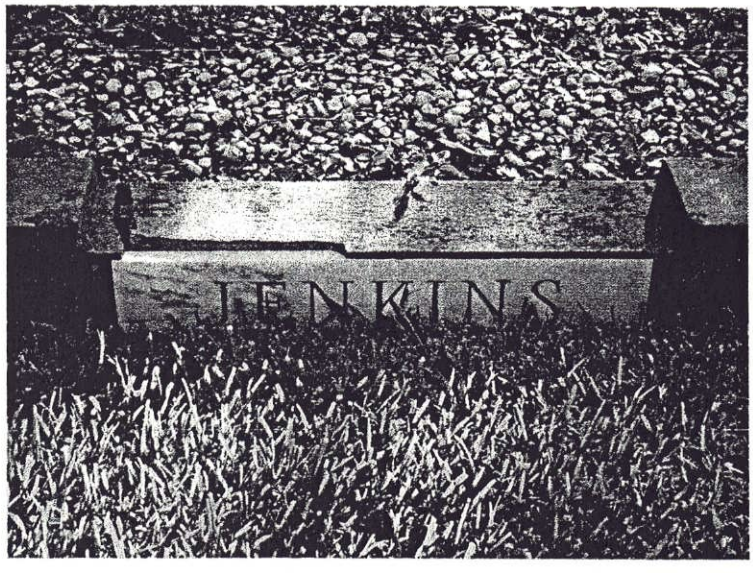
Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)






JENKINS


MARTIN/JENKINS

June 23, 2006

Ms. Mary Lou Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Marquis:

Per your request I have enclosed pictures of the existing lot owned by Rudolph and Frieda Martin. The restoration cost for this lot is as follows:

Coping

1. The entrance will be raised to the top of the posts beside it, adding a new foundation under the entrance.
2. The marble plaque at entrance will be reset
3. An expansion joint will be added at the crack on the west side and the stucco will be patched

$ 400.00

Gravel

The gravel will be removed, soil will be added and grass planted.

150.00

Total $ 550.00

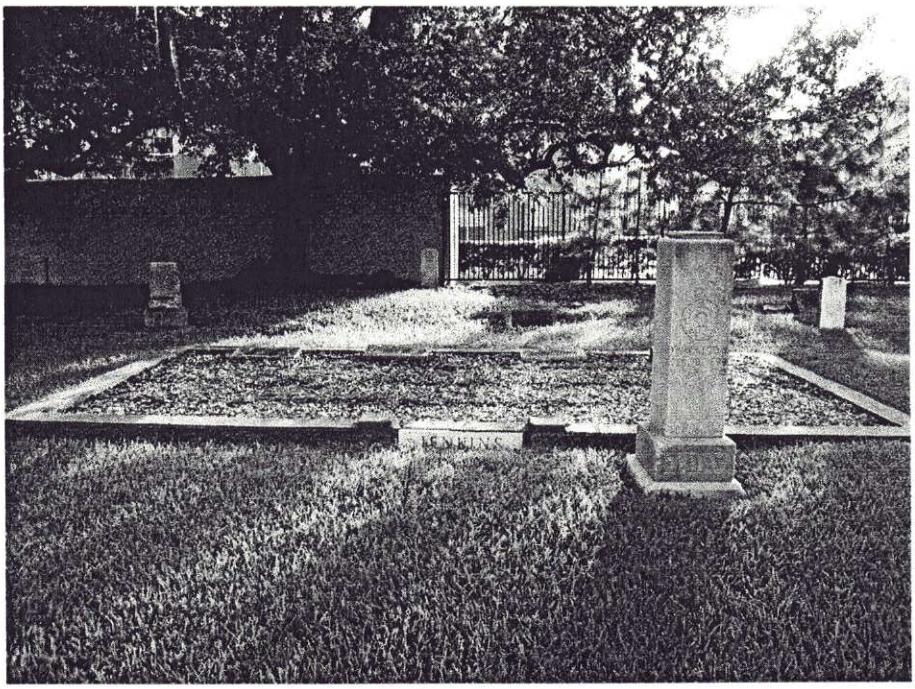
The restoration work will begin at the time we receive one-half of the amount due.

If your have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)






JENKINS





GLENWOOD CEMETERY, INC.

June 23, 2006

N/A need this - Gary

Ms. Mary Lou Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Marquis:

Per your request I have enclosed pictures of the existing lot owned by Rudolph and Frieda Martin. The restoration cost for this lot is as follows:

Coping

1. The entrance will be raised to the top of the posts beside it, adding a new foundation under the entrance.
2. The marble plaque at entrance will be reset
3. An expansion joint will be added at the crack on the west side and the stucco will be patched

$ 400.00

Gravel

The gravel will be removed, soil will be added and grass planted.

150.00

Please proceed. Mary L. Marquis

Total $ 550.00

ck 2632 7-6-2006

The restoration work will begin at the time we receive one-half of the amount due.

If your have any questions, please call me at 713-864-7886.

Sincerely,

PAID 7-11-06

ck 2632

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429

GLENWOOD CEMETERY, INC.

June 23, 2006

COPY

Ms. Mary Lou Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Loy made for me so I'll know what ck. is for when received

Dear Ms. Marquis:

Per your request I have enclosed pictures of the existing lot owned by Rudolph and Frieda Martin. The restoration cost for this lot is as follows:

Coping

1. The entrance will be raised to the top of the posts beside it, adding a new foundation under the entrance.
2. The marble plaque at entrance will be reset
3. An expansion joint will be added at the crack on the west side and the stucco will be patched

$ 400.00

Gravel

The gravel will be removed, soil will be added and grass pl

other invoice for $350 is in this stack marked "paid" etc

The restoration work will begin at the time we receive amount due.

If your have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

PAID 7-11-06
CK# 2632

/lme
Enclosure (1)

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429

COPY

PAID

July 6, 2006

Ms. Elinora Barlow
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Barlow:

Per your request for a quote for new marble marker (30" x 6" x 1"), the cost is $350.00 including installation. The marker will read: Martin - Jenkins

If you have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)

July 6, 2006

Ms. Elinora Barlow
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Barlow:

Per your request for a quote for new marble marker (30" x 6" x 1"), the cost is $350.00 including installation. The marker will read: Martin - Jenkins

If you have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)

GLENWOOD CEMETERY, INC.

July 6, 2006

Ms. Elinora Barlow
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Barlow:

Per your request for a quote for new marble marker (30" x 6" x 1"), the cost is $350.00 including installation. The marker will read: Martin - Jenkins

If you have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429

GLENWOOD CEMETERY, INC.

July 6, 2006

Ms. Elinora Barlow
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Barlow:

Per your request for a quote for new marble marker (30" x 6" x 1"), the cost is $350.00 including installation. The marker will read: Martin - Jenkins

If you have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)

PAID
7-12-06
CR 2633

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429

GLENWOOD CEMETERY, INC.

July 6, 2006

Ms. Elinora Barlow
[redacted]

Ref. Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Ms. Barlow:

Per your request for a quote for new marble marker (30" x 6" x 1"), the cost is $350.00 including installation. The marker will read: Martin - Jenkins

If you have any questions, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lme
Enclosure (1)

CR-2633
7/8/06
Please proceed.
Mary L. Marquis

Mary Ann - Marker has been ordered. Takes 10 days before re'd. Need this letter when you're done w/ it.
Thx
Lou

PAID 7-12-06
CR. # 2633

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

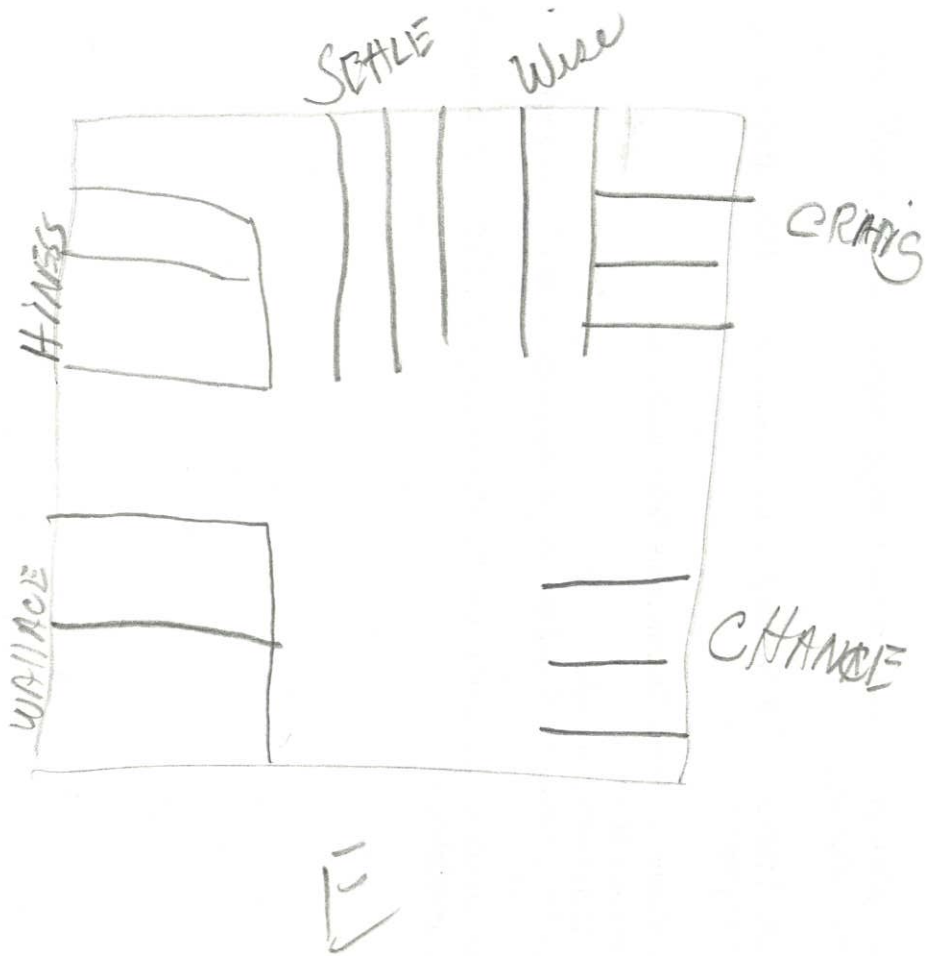
What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy


SCALE
Wise
CRAIG
HINES
WALLACE
CHANGE

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

Martin - Jenkins Marker

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

7-10-06

Bonnie: the checks are in the mail for both new marker and the restoration cost. We should be receiving the funds by Tuesday or Wednesday of this week. Who will be handling the restoration, i.e., coping cracks, gravel removal, grass planting. Also the new marker will need to be ordered soonest. (Martin-Jenkins)

How much should I be involved with this whole process. Please advise.

I am to forward pictures to Ms. Barlow upon completion.

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

Martha:
As of July 12, 2006 we have received all monies due to begin this project. Marker has been ordered by RAA – will take approximately 70 days before received. The family desires pics of the the completed project. According to Jeff, we should plan to plant grass in October. I believe you were given the estimate by Freeman. Please advise.

Loy

Bonnie: the checks are in the mail for both new marker and the restoration cost. We should be receiving the funds by Tuesday or Wednesday of this week. Who will be handling the restoration, i.e., coping cracks, gravel removal, grass planting. Also the new marker will need to be ordered soonest. (Martin-Jenkins)

How much should I be involved with this whole process. Please advise.

I am to forward pictures to Ms. Barlow upon completion.

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

Bonnie - Take a look at before coping repair

Need to schedule w/ Freeman

Martha:
As of July 12, 2006 we have received all monies due to begin this project. Marker has been ordered by RAA – will take approximately 70 days before received. The family desires pics of the the completed project. According to Jeff, we should plan to plant grass in October. I believe you were given the estimate by Freeman. Please advise.

Loy

Bonnie: the checks are in the mail for both new marker and the restoration cost. We should be receiving the funds by Tuesday or Wednesday of this week. Who will be handling the restoration, i.e., coping cracks, gravel removal, grass planting. Also the new marker will need to be ordered soonest. (Martin-Jenkins)

How much should I be involved with this whole process. Please advise.

I am to forward pictures to Ms. Barlow upon completion.

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing marker to Martin/Jenkins but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

State of Texas Direct Payment Exemption Certificate
Limited Sales, Excise, and Use Tax

Direct payment authorization number: 74-0646320-2

The undersigned hereby claims exemption from the payment of state, city, county, MTA and/or CTD sales and use taxes upon its purchase of taxable items from:

Seller: OFFICEMAX

Street address: PO Box 228070

City, state, zip code: Cleveland OH 44122

This certificate will remain in effect until the seller is otherwise notified.

Description of items purchased. If this space is left blank, this certificate covers everything on the attached order, invoice, or billing.

Office supplies and equipment

This certificate does not cover:

1. Purchases of taxable items to be resold.
2 Sales or rental to any purchaser other than the permit holder.
3 Sales or rental of motor vehicles subject to the motor vehicle sales and use tax (Chapter 152) and interstate motor carrier sales and use tax (Chapter 157).
4 Materials or supplies used, transferred, or consumed by a provider of a nontaxable service.

The permit holder agrees not to permit others (including its contractors and repairmen) to use the undersigned's direct payment authorization to purchase materials tax free. This certificate is not valid for lump-sum new construction projects to improve real property.

The undersigned agrees to accrue and pay the tax to the Comptroller of Public Accounts as required by statute.

Permit holder: Glenwood Cemetery, I

Authorized signature: Loy M. Anderson Loy Anderson

Date of purchase: 09/28/2006

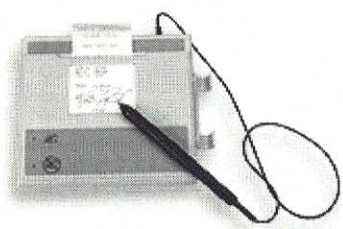
OfficeMax

Customer Profile/Information

Salutation	Mrs.
First Name	Loy
Last Name	Anderson
Title	Office Manager
Company / Org Name	Glenwood Cemetery, Inc.
Company / Org Name (2)	
Company / Org Address	2525 Washington Avenue
Company / Org Address (2)	Houston
City	Texas
State	Texas
Zip Code	77007
Country	US
Telephone Number	(713) 864-7886
Fax Number	(713) 466-5216
E-Mail Address	[redacted]
Use E-Mail for correspondence	No

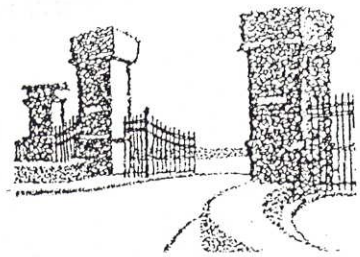
Signature Instructions

1. Slide this paper (do not fold) into the signature capture device so the square to the bottom-right appears in the window.
2. Once the paper has been inserted, click the "Sign" button on the computer screen.
3. Sign your name on the dotted line that appears in the window of the signature capture device. Make sure you use the pen supplied with the device.
4. Follow the help instructions on the computer screen until you click the "Sign Complete" button.
5. When the signature process is completed, remove the paper from the device and take it with you.
6. If you have any questions with the signature process please contact a sales associate



Please sign on the dotted line below

Loy M. Anderson



GLENWOOD CEMETERY HISTORIC PRESERVATION FOUNDATION

October 2, 2006

Chairman/President
F. Carrington Weems

Vice Chairman
Paul G. Bell

Vice President/Treasurer
Richard A. Ambrus

Secretary
Carl W. Schumacher, Jr.

Robert L. Dabney
Catherine Cage Bruns
Susan C. Garwood
William R. Lummis
Francita Koelsch Ulmer
Carolyn H. Wallace
Mary Ann Weems
Nina P. Wickman
Joanne Seale Wilson
Wallace S. Wilson

Ms. Jacky Ducote, Bank of America,N.A.
Robert W. Knox, Sr. and Pearl Willis Knox
Charitable Foundation
[redacted]

Dear Ms. Ducote:

The Board of Directors of the Glenwood Cemetery Historic Preservation Foundation joins me in expressing our gratitude for the generous donation of $2,500.00 from the Robert W. Knox, Sr. and Pearl Willis Knox Charitable Foundation for the maintenance and perpetuation of trees and landscaping at Glenwood Cemetery.

Our records reflect that your gift was transmitted by check No. PT13535604 dated September 22, 2006. In recognition of this foundation's support, their name will be listed on our Honor Roll of Donors as the Robert W. Knox, Sr. and Pearl Willis Knox Charitable Foundation.

The Glenwood Cemetery Historic Preservation Foundation is a tax exempt organization under Section 501(c)(3) of the Internal Revenue Code. No goods or services were provided in exchange for your gift; therefore, the full amount of your gift should be deductible for federal income tax purposes to the extent provided by law. Please retain a copy of this letter for your records.

Our signed acknowledgement of the grant check is enclosed for your records.

Your interest and support are greatly appreciated. We look forward to keeping you informed regarding our program.

Sincerely,

F. Carrington Weems
Chairman of the Board, President and CEO

Enclosure

2525 Washington Avenue Houston, Texas 77007 Tel: 713 . 864 . 7886 Fax: 713 . 864 . 6429

GLENWOOD CEMETERY HISTORIC PRESERVATION FOUNDATION

To: RAA

From: Loy

Subject: Time Allocation 2006

Date: October 17, 2006

Cemetery		Percentage
	Admin/Operations	.05
	Proxies	.05
	Accounts Payable	.05
	G-Systems	.05
Foundation		
	Grant Proposals	.75

GLENWOOD CEMETERY HISTORIC PRESERVATION FOUNDATION

To: F. Carrington Weems

From: R. A. Ambrus

Subject: Proposals for Tree and Landscape Maintenance
Proposals for Restoration of Historic Monuments and Statuary

Date: October 17, 2006

Enclosed for your signature are transmittal letters and applications (less attachments) to the following foundations:

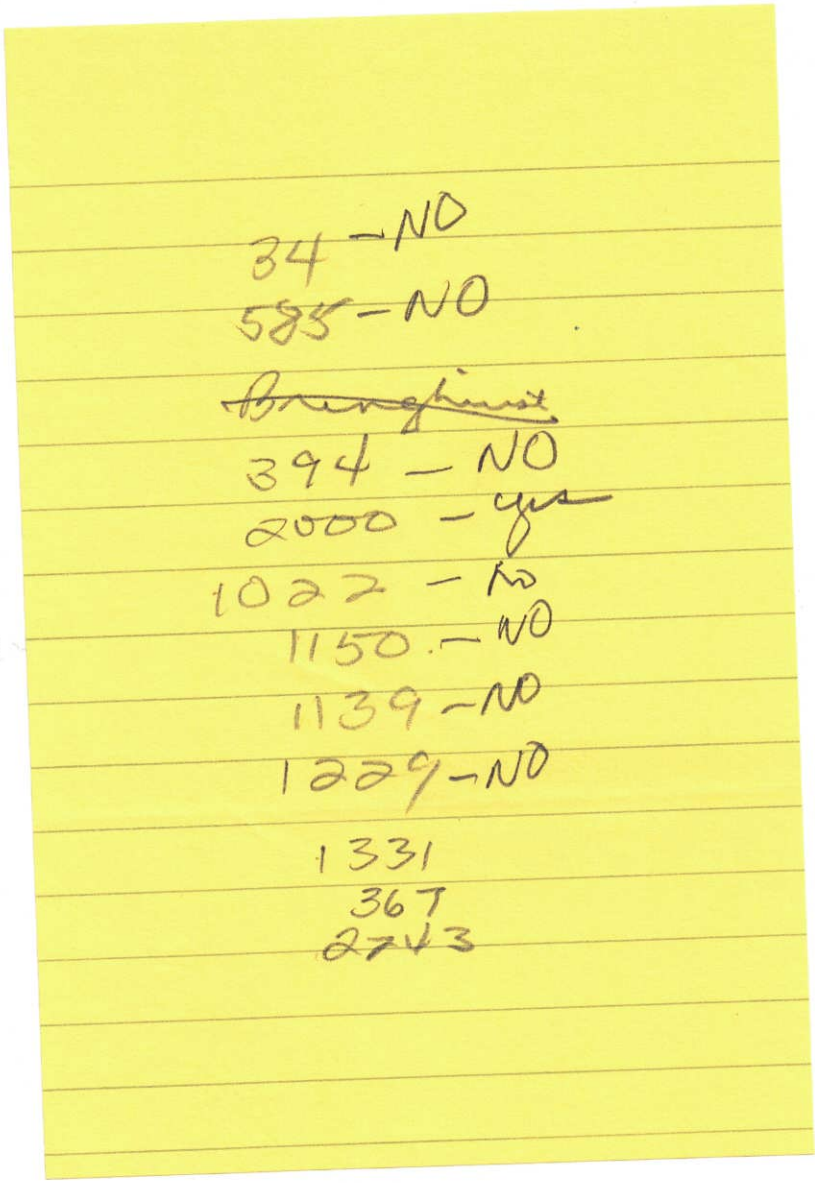
Reliant Resources Foundation	$ 5,000
Albert and Ethel Herzstein Charitable Foundation	25,000
S. I. Morris Family Fund of the Greater Houston Community Foundation	2,500
Helmle-Shaw Foundation	1,500
The Helm Foundation, Inc.	5,000
The Frill Foundation	15,000
Mayfield Foundation, Inc.	5,000
Live Oak Foundation	5,000
J. A. and Isabel M. Elkins Foundation	7,500
The Dugan Foundation	2,500
Lawrence Family Foundation	5,000
The Dow Chemical Company Foundation	2,500
The West Endowment	15,000
The George Foundation	5,000
The Lester Foundation	2,500
Neva and Wesley West Foundation	7,500
Kinder Foundation	5,000
Hobby Family Foundation	15,000
Total	$ 131,500

Enclosures

24 Oct Trip to Glenwood

Are there contact names, addresses, etc for:

Allen, Charlotte and Eliza Converse
Bringhursts
Burke, Andrew J., wife (Eloise or Elvira?) and James
Ennis – have letters been sent to the two sisters as well and Bert?
Fullers (Nathan)
Grays. WF, Peter, Edwin
Hamblen
Henderson, James
Sandman
Wilson, Peter
Wilson, Robert
Stewart, Charles – married into Ennis family so Antha Holland, Rietta Huddle and Bert Adkins are descendants



3/22/07 Bonnie: Mary L. Marquis
972-986-8803
Daughter wants SC + seasonal flowers.

Finished

Martha:
As of July 12, 2006 we have received all monies due to begin this project. Marker has been ordered by RAA – will take approximately 70 days before received. The family desires pics of the the completed project. According to Jeff, we should plan to plant grass in October. I believe you were given the estimate by Freeman. Please advise.

Loy

Bonnie: the checks are in the mail for both new marker and the restoration cost. We should be receiving the funds by Tuesday or Wednesday of this week. Who will be handling the restoration, i.e., coping cracks, gravel removal, grass planting. Also the new marker will need to be ordered soonest. (Martin-Jenkins)

How much should I be involved with this whole process. Please advise.

I am to forward pictures to Ms. Barlow upon completion.

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing **marker to read Martin/Jenkins** but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

Martha:
As of July 12, 2006 we have received all monies due to begin this project. Marker has been ordered by RAA – will take approximately 70 days before received. The family desires pics of the the completed project. According to Jeff, we should plan to plant grass in October. I believe you were given the estimate by Freeman. Please advise.

Loy

Bonnie: the checks are in the mail for both new marker and the restoration cost. We should be receiving the funds by Tuesday or Wednesday of this week. Who will be handling the restoration, i.e., coping cracks, gravel removal, grass planting. Also the new marker will need to be ordered soonest. (Martin-Jenkins)

How much should I be involved with this whole process. Please advise.

I am to forward pictures to Ms. Barlow upon completion.

Elinora Barlow (95 years old) called today and asked that we restore her lot – **F-8 (Washington Cemetery)** *(Elinora stopped driving at 88)*
Her telephone number is (Dallas) 972-313-0352. She agreed to pay for the restoration.
Daughter (living) Mary Lou Marquis (76 years old) (972-986-8803)
Address: [redacted]

The lot was to bear the name of Martin and Jenkins on coping, however the marker reads as Jenkins only. She may possibly be willing to add or change the existing **marker to read Martin/Jenkins** but will need a quote first.

What she really wants is to have the lot restored. Remove the gravel and replace with grass, general cleanup.

Also I noticed that a crack in west coping wall needs repair and the top of coping over marker needs repair.

Rudolph Martin and Frieda Martin is her father and mother.
Hettie Jenkins (sister)
Cecil Jenkins (brother in law)
Two baby brothers were buried at the foot of parents but no marker on display.

She would appreciate a call from you Tuesday morning sometime re. the quote for different items above.

Loy

Please Note: Ms. Barlow passed away on December 27, 2006. Her daughter, Mrs. Mary L. Marquis, 972-986-8803, called on March 22, 2007 inquiring re. the status of marker and the repair work to be done. She is now interested in Special Care and seasonal flowers. This information has been relayed to Bonnie for further action. Upon completion of project, we need to furnish pics of the lot to the daughter.

3/23/07

Loy

3/23/07: My original file was borrowed by RAA. I do not have my file containing the quote information by Freeman.

Please Note: Ms. Barlow passed away on December 27, 2006. Her daughter, Mrs. Mary L. Marquis, 972-986-8803, called on March 22, 2007 inquiring re. the status of marker and the repair work to be done. She is now interested in Special Care and seasonal flowers. This information has been relayed to Bonnie for further action. Upon completion of project, we need to furnish pics of the lot to the daughter.

3/23/07

Loy

3/23/07: My original file was borrowed by RAA. I do not have my file containing the quote information by Freeman.

May 23, 2007

Mrs. Mary L. Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Mrs. Marquis,

The restoration work on the Martin/Jenkins lot has been completed. Enclosed are pictures showing that the entrance has been raised to the top of the posts on each side and a newly added foundation. The marble plaque has been reset and all cracks in the coping have been patched. The gravel has been removed and new grass has been planted.

The added rainfall that we have experienced over the last month has given the new grass a boost in growth.

Thank you for your patience and understanding during the restoration period. If you have any questions or need additional assistance, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lma
Enclosures (4)

May 23, 2007

Mrs. Mary L. Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Mrs. Marquis,

The restoration work on the Martin/Jenkins lot has been completed. Enclosed are pictures showing that the entrance has been raised to the top of the posts on each side and a newly added foundation. The marble plaque has been reset and all cracks in the coping have been patched. The gravel has been removed and new grass has been planted.

The added rainfall that we have experienced over the last month has given the new grass a boost in growth.

Thank you for your patience and understanding during the restoration period. If you have any questions or need additional assistance, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lma
Enclosures (4)

GLENWOOD CEMETERY, INC.

May 23, 2007

Mrs. Mary L. Marquis
[redacted]

Ref: Rudolph Martin and Frieda Martin
Section F, Lot 008 W ½ (Washington Cemetery)

Dear Mrs. Marquis,

The restoration work on the Martin/Jenkins lot has been completed. Enclosed are pictures showing that the entrance has been raised to the top of the posts on each side and a newly added foundation. The marble plaque has been reset and all cracks in the coping have been patched. The gravel has been removed and new grass has been planted.

The added rainfall that we have experienced over the last month has given the new grass a boost in growth.

Thank you for your patience and understanding during the restoration period. If you have any questions or need additional assistance, please call me at 713-864-7886.

Sincerely,

Richard A. Ambrus
Vice President and General Manager

/lma
Enclosures (4)

2525 Washington Avenue, Houston, Texas 77007 (713) 864-7886 FAX (713) 864-6429