



Approval Cover Page					Marshall University Procurement Services One John Marshall Drive Huntington, WV 25755-4100	Contract # MU23CREMATION co3	
FY 26	Buyer LL	Date 02/02/2026	Account	P.O. Date 05/02/2023	Contract MU23CREMATION co3		
Document <input type="checkbox"/> Requisition (Cancellation only) <input type="checkbox"/> Regular Purchase Order <input type="checkbox"/> Contract Purchase Order <input checked="" type="checkbox"/> Open End Contract Purchase <input type="checkbox"/> Agreement				Document Action <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Cancellation <input type="checkbox"/> Increase/Decrease <input type="checkbox"/> Unused Balance <input type="checkbox"/> Freight <input checked="" type="checkbox"/> Renewal <input type="checkbox"/> Extension Error </div> <div> <input type="checkbox"/> Error in Total Amount <input type="checkbox"/> Change of Account <input type="checkbox"/> Change of Vendor Name/Address <input type="checkbox"/> Other </div> </div>			
Vendor Name, Address, Phone #, etc. E Hall Funeral Home Inc. DBA OH River Valley Crematory PO Box 391, Proctorville, OH 45669			Vendor Code 311552242		BOG Unit Name & Address Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100		
Ph# 740-886-6164		Fax	FEIN#				
Item#	Quantity	Description of Change				Unit Price	Extended Price
		<p style="text-align: center;">Change Order # <u>3</u></p> <p style="text-align: center;">CREMATION SERVICES</p> <p>To make the following changes to the contract all in accordance with the terms, conditions, and specifications contained in the original contract and all authorized change orders.</p> <p>1. To Renew the contract for one (1) year.</p> <p style="margin-left: 40px;">Renewal Term: 03/01/2026 - 02/28/2027. Renewal Three (3) of Four (4) Renewals Remaining: Three (3) one-year renewals.</p> <p>No other changes made.</p> <p>Vendor Contact: Evan Hall: ehallfuneralhome@outlook.com</p>					
Reason for Change: 1. To Renew the contract for one (1) year.						Previous Total	\$ <u>Open-End</u>
						Increase	\$ _____
						Decrease	\$ _____
						New Total	\$ <u>Open-End</u>

Approved:


 Authorized Signature

2.2.2026

Date

N/A

Attorney General **if** required

Date



Office of Purchasing

4. Pricing

4.1 Units per cadaver up to 400 lbs. \$ 220

4.2 Unit price per cadaver over 400 lbs. \$ 320

4.3 Unit price per cremation container \$ 25

Hall Funeral Home DBA: Ohio River Valley Crematory
Vendor

Authorized Signature

4-23-2023
Date



Procurement Services

Renewal Letter

January 29, 2026

VIA EMAIL: ehallfuneralhome@outlook.com

E Hall Funeral Home Inc., DBA OH River Valley Crematory
 PO Box 391
 Proctorville, OH 45669

Re: Contract Renewal for MU23CREMATION

Dear Mr. Hall,

The above-mentioned contract expires on February 28, 2026. There is a provision for renewal upon written mutual agreement of the parties.

Please annotate at the bottom of this letter with your signature and date if you agree to renew contract, **MU23CREMATION**, effective March 1, 2026, through February 28, 2027, under the same terms and conditions as the original contract including all approved change orders. Please return the following via email:

- executed letter
- executed purchasing affidavit
- current certificate of insurance

If you have any questions, please feel free to contact me at lemonl@marshall.edu.

Sincerely,

Leeann Lemon
 Contract Specialist

I agree to the current **MU23CREMATION** for an additional one (1) year period under the same terms and conditions as the original contract.

☒ Yes ☐ No

☐ Yes, subject to the following changes indicated below or in the attached letter.

Signature

2-2-2026
 Date

Office of Procurement Services
 One John Marshall Drive | Huntington, WV 25755
 304-696-2727 | lemonl@marshall.edu | www.marshall.edu

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

EXCEPTION: The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

AFFIRMATION: By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

WITNESS THE FOLLOWING SIGNATURE:

Vendor's Name: E Hall Funeral Home Inc., DBA OH River Valley Crematory

Authorized Signature: Ernest B. Hall Date: _____

State of Ohio

County of Lawrence, to-wit:

Taken, subscribed, and sworn to before me this 2nd day of February, 2026.

My Commission expires January 8, 2028.

AFFIX SEAL HERE



ERNEST B HALL III
Notary Public
State of Ohio
My Comm. Expires
January 8, 2028

NOTARY PUBLIC

Ernest B Hall, III

Purchasing Affidavit (Revised 01/19/2018)

Vendor/Customer

[Menu](#)

Vendor/Customer	Legal Name	Alias/DBA	Vendor Active Status	Customer Active Status	Previous Name
✓ 000000173915	E HALL FUNERAL HOME INC		Active	Inactive	

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▼ General Info

Vendor/Customer : 000000173915

Legal Name : E HALL FUNERAL HOME INC

Alias/DBA :

Vendor Active Status : Active

Vendor Approval Status : Complete

Customer Active Status : Inactive

Customer Approval Status : Incomplete

Location Name :

First Name :

Middle Name :


Last Name :


Company Name : E HALL FUNERAL HOME INC

Previous Name :

Previous Street :

Previous City :

Previous State/Province : 

Previous Country : 

Restrict Use by Department : ☐

Miscellaneous Account : ☐

Internal Account : ☐

Third Party Only : ☐

Third Party Vendor : ☐

Third Party Customer : ☐

Inventory Customer : ☐

Healthcare Provider : ☐

Never Archive : ☐

Restrict VSS Access : No

Discontinue - No New Business : ☐

Prevent MA Reference : ☐

PunchOut Enabled : ☐

Re-PunchOut Enabled : ☐

Electronic Order Enabled : ☐

W-9 Received : ☒

W-9 Received Date : 01/14/2025

W-8 Received : ☐


W-8 Received Date :


Accepts Credit Cards : ☐

Active From : 01/01/1999

Active To :

Last Usage Date : 01/29/2026

Department : 

Unit : 

▶ Headquarters

▶ Organization

▶ Disbursement Options

▶ Prenote/EFT

▶ Remittance Advice

▶ Vendor Terms

▶ Accounts Receivable

▶ eMALL

▶ Location Information

▶ Fee and Vendor Compliance Holds

Fee Exempt : ☐

Registration Application Date :

Registration Effective Date :

Registration Expiration Date :

Pre-Registration Code :

Tax Clearance : ☐

Unemployment Insurance : ☐

Worker's Compensation : ☐

Secretary of State Registration : ☐

Federal Debarred : ☐

▶ Executive Compensation

▶ Additional Information

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