



Cemetery Complaint Form

The City of Mexia – Office of the City Manager does not accept complaints about the City cemeteries by phone or in person.

If you wish to file a complaint about one of the City cemeteries, please fill out the form below and your complaint will be forwarded to the City's maintenance contractor for review and resolution.

Please provide your contact information:

Name: _____ Phone No: _____

e-mail address: _____

Please circle the Cemetery location that applies to your complaint:

Mexia Cemetery

Mexia Memorial Cemetery

At end of Kaufman Street

off N. Denton Street

Please provide a description of the gravesite location or other area of the Cemetery that is applicable to your complaint (e.g. the Smith gravesite in the northwest corner of the Mexia Cemetery):

You may submit your complaint in one of three ways:

- (1) You may e-mail your form, as an attachment to mexia@cityofmexia.com
- (2) You may drop off your complaint in a sealed envelope marked "Cemetery Complaint Form" at the Office of the City Manager, 101 N. McKinney St. Mexia, Texas.
- (3) You may mail your form to: City of Mexia – Cemetery Complaint, P.O. Box 207, Mexia TX 76667

Please sign and date your complaint, **unsigned complaints will be rejected**:

I certify, by my signature below, that I fully understand that this complaint form becomes the exclusive property of the City of Mexia. The contents of the complaint, and my contact information, become public record and are subject to disclosure at the discretion of the City of Mexia. Further, I understand that my complaint may be presented at any Called Meeting of the City Council.

Signed,

Date:
