



DATE: October 8, 2019
SUBJECT: Pre-Proposal Conference Notice
RE: Corporate Communications RFP
TO: All Prospective Proposers

Pre-Proposal Conference

Houston First Corporation (“HFC”) has elected to hold a Pre-Proposal Conference regarding the referenced Corporate Communications RFP for the benefit of all potential Proposers at **10:30 a.m.** on **October 14, 2019** in Conference Room One on the Second Level of **Partnership Tower**, located at 701 Avenida de las Americas, Houston, Texas 77010.

Although attendance at the conference is not mandatory, prospective Proposers are urged to attend.