

To: [REDACTED]; [REDACTED]
From: Jeffrey Epstein
Sent: Sat 2/9/2013 4:32:12 PM

I want you two today to compile a checklist of things to be done 1. before travel pilots, drivers, food, meeting confirmation, confirmation of traveling companions, including passports, plane and destination food, food prep person for trip, muffin, butter spray, etc. , 2. house weekly monthly, soaps creams, towels. batteries , cleaning, 3. dinner take out places, , servers, placemats. service coffee tea, , 4, international travel. visas, meetings, confirmation with lesley, darren, 4. procedure, for receipts, approvals. 5 BUDGETS for each person to prepare , including the two of you, i.e, [REDACTED] rent, cell, travel, food, doctor , dentist. taxi, clothes, hair , sundries, cleaning, etc.

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