

**To:** Jeffrey Epstein[jeevacation@gmail.com]  
**From:** [REDACTED]  
**Sent:** Thur 1/31/2013 4:58:32 PM  
**Subject:** RE: New hire

Ok. Thanks.

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**From:** Jeffrey Epstein [mailto:jeevacation@gmail.com]  
**Sent:** Thursday, January 31, 2013 12:54 PM  
**To:** [REDACTED]  
**Subject:** Re: New hire

conference or in person tomorw

On Thu, Jan 31, 2013 at 12:38 PM, [REDACTED] wrote:

Jeffrey

Will you be in the office today?

If not would a conference call be possible with Darren, Cecile and Rich.

Thanks

Jeanne

Questions we have on the hiring of new couple.

1. Employment status: employees or independent contractors
2. Entity to pay them out of.
3. Annual salary
  - a. Confirm amount
  - b. % Split between 2 or one salary.
4. Benefits :Health( if employees), Vacation
5. Timing: Start date, Payment while training
6. Should Darren draft a contract

- a. Should contract indicate specific duties
- b. One contract or two
- c. Probation period
- d. Term

7. Who to present the offer.

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