

To: Jeffrey Epstein[jeevacation@gmail.com]
From: Richard Kahn
Sent: Thur 9/12/2013 8:38:48 PM
Subject: Mark Tollison

Mark will be moving up to NY this evening Thursday Sep 12th
He will be ready to begin on Monday Sep 16th however i believe he will be meeting with Sue tomorrow

He would like some direction on the following:

- a) Dress Code - would you prefer Suit and Tie / Suit no tie / Slacks Shirt or other uniform or your choice
- b) Consulting Agreement - would you like something formal in place other than our standard Confidentiality Agreement and understanding of \$10,000 per month for 90 days plus parking expense and moving costs
- c) Confirming first assignment is to do walk thru of house and interview staff / make recommendations and assist with events at house next week

Please advise

Richard Kahn
HBRK Associates Inc.
575 Lexington Avenue, 4th Floor,
New York, New York 10022

