

To: Kelly Coventry [REDACTED]
From: [REDACTED]
Sent: Fri 6/10/2016 1:06:32 PM
Subject: Re: CPR123's onsite AHA Heartsaver CPR/AED Training Proposal

Morning Kelly...I am being asked if you might have availability for a CPR class on Wed. June 15th morning session available! (If for some odd reason the stars are aligned and you have a cancelation type thing I would assume!! ;)
I realize this is a bit crazy, but need to ask...
[REDACTED]

On Jun 8, 2016, at 8:38 PM, Kelly Coventry [REDACTED] wrote:

That sounds good.
Ok, I'll check the sched tomorrow and let you know.
Have a nice night!! We'll "talk" tomorrow! 💎

Sent from my iPhone

On Jun 8, 2016, at 7:26 PM, [REDACTED] wrote:

Absolutely!! We have a giant table in the dining room and 12 chairs.
It won't be a problem! I will keep my fingers crossed for Monday!
Thanks and have a good night. [REDACTED]

Sent from my iPhone

On Jun 8, 2016, at 7:24 PM, Kelly Coventry [REDACTED] wrote:

Hi [REDACTED]

I will check with the operations manager the first thing tomorrow morning.
I'm not sure if she re-assigned the instructor already.

If he is still available we can go forward, 11 people is fine, as long as you have a room sizable enough to fit everyone. It's preferable to have tables and chairs for everyone....is that possible?

Kelly

Sent from my iPhone

On Jun 8, 2016, at 6:42 PM, [REDACTED] wrote:

Hi Kelly! I am now being told we DO want to go ahead with this class on Monday at 2pm if it is still available! Also, we have 11 people we would like to take the course of at all possible. If not 11 how many can you take over 8? They are all adults who would take the course.

Please let me know! Thank you, [REDACTED]

Sent from my iPhone

On Jun 8, 2016, at 11:39 AM, Kelly Coventry

<[REDACTED]> wrote:

Hi [REDACTED]
Ok, thanks for the update.

If I don't hear from you in a while I will reach out to you just to see what the status is, if that is ok...

Kelly

On Wed, Jun 8, 2016 at 10:45 AM, Lesley Groff

> wrote:

Hello Kelly and thank you so much for your proposal. I am now told we need to wait on this...please do not hold Monday June 13th for us. I will save your info and get back to you when we are ready. Thanks so much, Lesley

On Jun 8, 2016, at 9:55 AM, Kelly Coventry

Hi [REDACTED]
It was such a pleasure speaking with you yesterday!

Attached you will find the proposal drafted for you for the American Heart Association Heartsaver CPR/AED certification course that you requested. Please review and if you have any questions/concerns don't hesitate to reach out to me.

At the moment we have Monday, June 13th available at 2pm for your training. We would have to know ASAP if this works for you. We would then get the agreement out to you and payment would be needed to secure the instructor.

I will follow this email up with a call to you later this morning to discuss.

Thanks so much Lesley!

Best Regards,
Kelly Coventry

Director of Marketing
CPR123, Inc.





<(000505) Lesley Groff HSAED Training Proposal.pdf>

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Best Regards,
Kelly Coventry

Director of Marketing
CPR123, Inc.

