

**To:** [REDACTED]  
**From:** Lesley Groff  
**Sent:** Fri 3/4/2016 4:52:27 PM  
**Subject:** Cambridge tomorrow

Hi [REDACTED]...Jeffrey says you will be going to Cambridge with him tomorrow along with [REDACTED]. I need to send out re confirmation emails to all of Jeffrey's guests and will cc you. I want them to have your cell # so they can call you on their approach to the office so you can go down and let them in!

Also, be sure to connect with Martin once you arrive re ordering lunch for everyone ...

Thnaks! Lesley