

To: Jeffrey Epstein[jeevacation@gmail.com]; [REDACTED]
From: Lesley Groff
Sent: Fri 2/12/2016 6:21:10 PM
Subject: Contract for Conf.Room/Food/Beverage at Fairmont Waterfront

I am signing and sending back the final contract for the Conf. Room at the Fairmont Waterfront...contract in next email...

I was able to cancel the food/beverage portion of the contract for Monday Feb 15th, but we must pay for the room rental this day. I tried to cancel the 19th but was told we rented for entire week (and if for some reason you decide to stay you will have it)

Tues. Feb. 16th will start with LUNCH at NOON. Pre Dinner Reception same day will be 5:30pm. Wed. Feb. 17th and Thurs. Feb. 18th will be 9am Breakfast, Noon Lunch and Pre Dinner Reception at 5:30pm.

The Cheakamus conference room is located on the concourse floor of the hotel, one floor below the main floor. It will be posted as "Enhanced Education" on the reader boards.

Jean Girard is our contact in catering:

Jean-Roger Girard
Director, Catering and Event Sales
The Fairmont Waterfront
900 Canada Place Way
Vancouver BC V6C 3L5
Tel [REDACTED]
Fax [REDACTED]

[REDACTED], you should contact Jean if you need anything!

All charges will go to the credit card on file at the end of the event.