

To: President Leon Botstein [REDACTED]
From: [REDACTED]
Sent: Thur 10/15/2015 2:36:23 PM
Subject: Re: boxes

laptops were picked up!

On Oct 14, 2015, at 3:42 PM, Catherine Susser Luiggi <[REDACTED]> wrote:

Hi [REDACTED]

Thanks for your help with this. Here is what I have confirmed with Bard's transportation service: (I don't know who the driver will be, but if there is a problem just call me.)

PICK-UP DATE AND TIME:

Thursday, October 15 around 9:30 or 10 am.

ITEMS:

7 boxes (approx. 2.5 ft x 1.5 ft each)

LOCATION:

9 East 71st Street in NYC, between 5th and Madison
(This is a private residence, not a building)

CONTACT:

Mr. Merwin Delacruz
[REDACTED]

Please call him just before arriving.

♦ Catherine Susser Luiggi | Executive Assistant to the President
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