

To: [REDACTED]; [REDACTED]; Karyna Shuliak [REDACTED];
Cc: [REDACTED]; Lyn fontanilla [REDACTED]
From: Lesley Groff
Sent: Wed 9/30/2015 10:03:13 PM
Subject: Your Scheduled Cleaning

Hello all! Just want you to know that on the day [REDACTED] is to clean your apartment she will give you one call as well as knock on your door before entering...but if you do not answer your phone or do not answer the door, she will come on in to start cleaning. In other words, just be prepared for to come in and do her job per your scheduled day. If you decide you do not need/want cleaning, not a problem at all, just please let [REDACTED] know the day before. That would be extremely helpful! Thanks so much...Lesley

Tuesday's

[REDACTED] morning (as early as 8am)

[REDACTED] afternoon

Wednesday's

[REDACTED] morning (as early as 8am)

[REDACTED] mid morning

Karyna afternoon

(this all being said, remember [REDACTED] leaves for the Philippines Oct. 5 and will not return until Nov. 13!)