

To: [REDACTED]
From: Lesley Groff
Sent: Tue 9/29/2015 3:49:00 PM
Subject: Re: Cleaning of 11J with Monica on Oct. 9, 12, 15

thx so much

On Sep 29, 2015, at 11:48 AM, [REDACTED] <[REDACTED]> wrote:

Ok! No problem!

On Tuesday, September 29, 2015, Lesley Groff <[REDACTED]> wrote:

Hi [REDACTED]...I just included you on the email to Nili re Monica the maid cleaning 11J Oct. 9, 12 and 15...Please meet Monica each of these days in the lobby of 301 and take her to 11J...she will only clean not be doing laundry...please take any dirty linens and towels to the cleaners (Karyna can help with what cleaner to go to if you do not know) Be sure to pick up the clean linens and towels and get them back to 11J. You will need to pay Monica \$70 after each of these cleanings. Monica's phone number is: [REDACTED] You can text her or call her the mornings of each of these cleaning dates to reconfirm ...the schedule is below:

Friday Oct. 9th at around 12:00pm

Monday Oct. 12th at around 11:00am

Thursday Oct. 15th at around 12:30pm

Please confirm back to me [REDACTED]! thanks

Jeffrey has confirmed the hiring of Monica (Bella, will send confirm email next)