

To: [REDACTED]
From: Lesley Groff
Sent: Fri 10/2/2015 6:38:47 PM
Subject: Monica to clean apt 11J on Oct. 7 after 3pm

Hi [REDACTED] we need you to meet with Monica on Oct. 7th around 3pm and take her to 11J so she can clean...please take care of linens and towels for us (get them back to the apartment once done at the cleaners) confirm back please.