

**To:** [REDACTED]  
**From:** Tes  
**Sent:** Fri 7/31/2015 7:31:48 PM  
**Subject:** Re: Cleaning of Apt 11B-we need to get on a schedule

Hi [REDACTED],

Wednesday will be fine unless i have no other schedules. Nillie wants me to clean 11J twice a week unless it's not conflict to the other schedules that I have and it's fine for her. I can always change it in other day if in case I have some appointments. Can i start 11b on the following week. I have family this coming week and I have to assist them. I'll be still working but i have to take some off next week so I can take her around in the the city. I hope you don't mind. Thank you.  
Sent from my iPhone

> On Jul 31, 2015, at 11:06 AM, [REDACTED] wrote:

>

> Hi Tess. We would like you to clean Apt 11B once a week for Leighton and Joyce. They are living in 11B...so we can try to be on a schedule with them, lets choose a day/time that would work for you. I know you clean Svet's apt once a week when she is here (which doesn't seem to be much lately!) Would Wed. at 9am be a good day/time to try and keep for them? (FYI-Leighton fully understands there are guest apartments that need to be cleaned at random times...we will work with that)

>

> But lets give them a day/time we try to keep...please let me know if Wednesday's at 9am are good for you...

>

> Cleaning should start next week...

>

> Get back to me! thanks, [REDACTED]