

To: Rich Kahn [REDACTED]
From: Lesley Groff
Sent: Fri 7/31/2015 4:23:52 PM
Subject: Fwd: shipping

Can't I give him our Fed. Ex Acct # and he just call them to have this picked up? I know he will have to fill out documentation forms with them ...

Begin forwarded message:

From: Leighton Allenby [REDACTED]
Subject: shipping
Date: July 31, 2015 at 12:04:16 PM EDT
To: Lesley Groff <[REDACTED]>, Leighton Allenby [REDACTED]

Hello Lesley,
I have 3 boxes that need to be shipped to LSJ - personal items to leave at [REDACTED] apartment for the year

Box 1 is 37"L x 30"W x 7"h 8lbs
Box 2 is 42"L x 32"w x 32"h 18 lbs
Box 3 is 42"L x 32"w x 32"h 32 lbs

Can you schedule a pickup at 301 E. 66th street and Delivery on Southern Trust Co inc / Leighton Allenby LSJ if items could arrive Monday or Tuesday that would be great. I tried to do this on-line and they do not allow.

Thank you!
Leighton

Leighton Allenby
Director of Properties
[REDACTED]