

To: Lesley Groff [REDACTED]
From: [REDACTED]
Sent: Wed 3/25/2015 2:23:29 PM
Subject: Re: Please Print Welcome Letter today!

Will do

On Wednesday, March 25, 2015, Lesley Groff <[REDACTED]> wrote:

[REDACTED], please print this Welcome Letter for apt 11B for [REDACTED] and leave with the doorman today...she arrives tomorrow. Write her name and the apartment number on the envelope please.

Please confirm back to me! thanks, Lesley