

To: Heywood, Wendy[wheywood@oeb.harvard.edu]
Cc: [REDACTED]
From: Lesley Groff
Sent: Fri 4/4/2014 2:56:36 PM
Subject: Re: Visit to PED

Hi Wendy...is Martin's office Room# 610? If so, then that is the key we have. Will you be around April 21-23 when Jeffrey is visiting? (and FYI-Jeffrey's visit is April 21-23 now! thanks)

On Apr 3, 2014, at 10:59 AM, "Heywood, Wendy" <wheywood@oeb.harvard.edu> wrote:

Dear Jeffrey,

I am writing concerning your visit to PED, April 21-25. I believe your assistant has the key to room 610. The lock combo for the main doors on the 6th floor is: 1-5-3.

Best,

Wendy