

**To:** [REDACTED]  
**From:** Lesley Groff  
**Sent:** Mon 3/17/2014 6:07:29 PM  
**Subject:** Re: More Protocol for Guests

:)

Sent from my iPhone

On Mar 17, 2014, at 1:43 PM, [REDACTED] wrote:

> Thanks Les!

>

>

> Sent from my iPhone

>

>> On Mar 17, 2014, at 8:18 AM, Lesley Groff <lesley.jee@gmail.com> wrote:

>>

>> If Jeffrey is upstairs and a guest arrives, Jeffrey wants us to send him an email that the guest has arrived.

>>

>> Everyone please reply back so I know you have rec'd this message. Thanks!

Les