

**To:** Lesley Groff [REDACTED]  
**Cc:** [REDACTED]  
**From:** [REDACTED]  
**Sent:** Thur 1/23/2014 8:10:46 PM  
**Subject:** Re: Welcome letters for guests!

Letters are being dropped now :)

On Jan 23, 2014, at 7:42 AM, Lesley Groff [REDACTED] > wrote:

> We need to make sure welcome letters are left for guests coming in over the weekend. And I know you both leave tomorrow for PB. Can one of you please print the welcome left for [REDACTED] Jerry Barton arriving on Jan 25 and welcome letter for [REDACTED] Martin Nowak arriving Jan 26. Please confirm back to me. Thanks.

>

> Sent from my iPhone