

From: Lesley Groff <[REDACTED]>

To: [REDACTED] <[REDACTED]>

Subject: Re: More Protocol for Guests

Date: Mon, 17 Mar 2014 13:31:02 +0000

thanks

On Mar 17, 2014, at 9:29 AM, [REDACTED] <[REDACTED]> wrote:

> Got it

>

> Sent from my iPhone

>

>> On Mar 17, 2014, at 8:18 AM, Lesley Groff <[REDACTED]> 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