

**From:** [REDACTED] >  
**To:** Rosalyn Fontanilla <[REDACTED]>  
**Subject:** Re: Apartments  
**Date:** Wed, 19 Dec 2012 18:23:39 +0000

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thank you so much Lyn...so we at least have 2 apt's ready to go in case JE wants to put someone there...I will let Sue know that 11B needs to be cleaned and that the laundry is being cleaned now...Sounds like we need to order more linens..

On Dec 19, 2012, at 1:01 PM, Rosalyn Fontanilla wrote:

[REDACTED] 10N 10B done 11B needs to be clean up linens are not complete I'll try to look for missing but 11p totally no linens at all so I can't do that.I did send to cleaners all the dirty linens and towels.pls ask sue where are the linens that she s saying was delivered , it s only 2 sets for 10B that's all. The cleaners said they delivered last week

On Dec 19, 2012 11:18 AM, "[REDACTED]" > wrote:

Yes, send the dirty ones to the same cleaners would be great..We need to check on the other linens and towels that are supposed to be there for the other apartments. Sue was under the impression they had been delivered as well....What is the name and phone number of the dry cleaners?

On Dec 19, 2012, at 10:49 AM, Rosalyn Fontanilla wrote:

I only got linens for 10B only shall I send the dirty towels and linens here cleaners

On Dec 19, 2012 10:13 AM, "[REDACTED]" > wrote:

Begin forwarded message:

**From:** [REDACTED] >  
**Subject:** Re: Apartments  
**Date:** December 19, 2012 9:43:47 AM EST  
**To:** Rosalyn Fontanilla <[REDACTED]>

Please check

10B: 95818  
10N: 67451  
11B: 7931  
11P: 20334

Sounds like 11P should be complete with fresh linens and towels already on the bed and in bathroom ready to go...but I do not know for sure. 10B, 10N and 11B need the fresh linens and towels for sure.  
Thanks!

On Dec 19, 2012, at 9:14 AM, Rosalyn Fontanilla wrote:

What all apt do I have to go and give the codes pls.

On Dec 19, 2012 8:06 AM, "[REDACTED]" > wrote:

Super! So Lyn please go today and let me know when you have finished! Thanks

Sent from my iPhone

On Dec 19, 2012, at 7:55 AM, "[REDACTED]" > wrote:

> The laundry has arrived back, it is the linen for apartments 10 b , 10 n and 11p

>

> Sent from my iPhone

>

> On Dec 19, 2012, at 1:45 PM, "[REDACTED]" > wrote:

>

>> Morning Lyn. Heads up... We are going to need you to check out all the apartments ...double check they have been cleaned properly, soap in dispensers etc and put clean linens on the beds and towels in the closets and in bathrooms. Sue was having the laundry done and delivered to the apartments. She thought it should be at 301 by today or tomorrow. Perhaps you can call the doorman and ask today if the cleaning has arrived Please let me know ! Thanks so much

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>> Sent from my iPhone