

From: Karyna Shuliak <[REDACTED]>
To: Alana Rivera <[REDACTED]>
Subject: Re: Appointment
Date: Fri, 04 Jan 2013 15:39:20 +0000

Thank you.

On Jan 4, 2013, at 9:26 AM, Alana Rivera wrote:

Dear Karyna:

This is to confirm your appointment for a consultation with Marcia N. Needleman of Levitt & Needleman, P.C. on Friday, January 18th at 2:00pm.

The office contact information is as follows:

Levitt & Needleman, P.C.
The Fisk Building
250 West 57th Street (between Broadway and 8th Avenue)
Suite 620
New York, NY 10107
Telephone: [REDACTED]
[REDACTED]

The nearest subway stops are 59th Street-Columbus Circle (A, B, C, D & 1 trains) and 57th Street (N, R, Q & W trains). The nearest parking garage is Central Parking System located at 345 West 58th Street (between 8th Avenue and Broadway). For rates, you may contact them directly at (212) 582-7110.

Please bring your passport with you as well as any other documents pertaining to your immigration matter. The consultation appointment is an opportunity to discuss your case, but does not constitute the retention of our firm to represent you in this or any matter. If all parties later agree to establish a representation relationship, a written letter of engagement and invoice will be sent to her setting forth the specifics of the representation. Should you retain our office to represent you in this legal matter, the consultation fee will be deducted from the total legal fee.

We look forward to welcoming you and thank you for contacting our firm.

Sincerely yours,
Alana Rivera
Receptionist

From: Karyna Shuliak [mailto:]
Sent: Friday, January 04, 2013 7:25 AM
To: Alana Rivera
Subject: Re:

Dear Ms. Rivera,
I am reconfirming that I have 2:00pm in person appointment with Marcia on January 18th.
Thank you,
Karyna Shuliak
On Jan 3, 2013, at 5:17 PM, Karyna Shuliak wrote:

In person appointment
On Jan 3, 2013, at 5:12 PM, Alana Rivera wrote:

Dear Karyna,

Will this be an in person or telephonic appointment?

From: Karyna Shuliak [mailto:]
Sent: Thursday, January 03, 2013 5:03 PM
To: Alana Rivera
Subject: Re:

Thank you, 2pm on the 18th would be great.

On Thursday, January 3, 2013, Alana Rivera wrote:
Dear Karyna,

Ms. Needleman will be available to speak with you on Fri, January 18th at 10:30am(EST), 11:30am(EST), 1:00pm(EST), 2:00pm(EST), 3:00pm(EST) and 4:00pm(EST). Please advise as soon as possible which appointment would be most convenient for you.

Best Regards,
Alana Rivera
Receptionist

From: Karyna Shuliak [mailto:]
Sent: Thursday, January 03, 2013 4:44 PM
To: Alana Rivera
Subject:

Dear Ms. Rivera,
As per Marcia's request, I would like to schedule an appointment with her on the 18th of January.
Thanks for your attention.