

From: Karyna Shuliak <[REDACTED]>
To: [REDACTED]
Cc: [REDACTED], [REDACTED]
Subject: Re: Confirmation for Airport transfers (Ms. Karyna Shuliak)
Date: Tue, 24 Jan 2017 13:58:42 +0000

Dear Asako,

Thank you so much for confirming the airport transfer, I greatly appreciate it!

And yes, it is getting very cold here in New York, about 40 degrees today as well, sounds similar to Tokyo...Hope you are staying warm!

Have a good night and a great day ahead!

Karyna

On Jan 23, 2017, at 4:30 AM, [REDACTED] wrote:

Dear Karyna,

Greetings from freezing Tokyo!
(today's highest was mid 40's which maybe about the same as NY!?)

Thank you very much for sparing your time yesterday.
As promised, I am sending you a confirmation for your airport transfers arranged by Grand Hyatt Tokyo.

In case of emergency, I am copying Ms. Yamada, Executive Assistant to the General Manager and the Concierge team.

I have also asked the hotel to tentatively secure a portable Wi-Fi in case you would like to have one.

Should you have any questions or further inquiries, please feel free to contact at any time.

Have a great week ahead, Karyna!

Kindest regards,
Asako

Asako Shimizu
Administrative Assistant to Senior Vice President
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T: [REDACTED] F: [REDACTED] E: [REDACTED]

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<0204 0225 Ms. Karyna Shuliak Hire Car Confirmation NRT roundtrip.pdf>