

**From:** Richard Kahn <[REDACTED]>

**To:** "jeffrey E." <jeevacation@gmail.com>

**Subject:** Fwd: contact info

**Date:** Tue, 15 Jul 2014 19:00:07 +0000

**Attachments:** 2014-0620\_NYC\_Trip\_Reimbursable\_Expenses.pdf

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please advise if i should also pay attached expenses relating to June visit to NY in the amount of 1,376.10  
thank you

Richard Kahn  
HBRK Associates Inc.  
575 Lexington Avenue 4th Floor  
New York, NY 10022  
tel 212-971-1306  
fax 646-350-0954  
cell [REDACTED]

Begin forwarded message:

**From:** Amy Cassell <[REDACTED]>

**Subject:** Re: contact info

**Date:** July 15, 2014 at 2:55:57 PM EDT

**To:** Richard Kahn <[REDACTED]>

Richard,

Very nice to speak with you as well. Here are my 2014 rates:

Principal: \$245/hour

Designer: \$125/hour

Junior Designer: \$100/hour

Project Administrative Assistant: \$80/hour

The initial \$30,000 payment will be applied to the July 2014 invoice; any overage will be applied to the August 2014 invoice.

In addition to my hourly rate, certain Consultants may be required, such as Architects, Lighting, Low Voltage, Engineers, Visualization Consultants etc, these would be mutually selected and fee quotations obtained upon request.

Reimbursable expenses are in addition to the fee. Reimbursable expenses will include the costs of transportation, long distance communications, messengers, plotting and reproduction, photography, booklets, 3D renderings, animations, finished models, mock ups, movers and installers. I bill monthly for professional services and for all reimbursable expenses at Direct Cost.

Attached is a copy of the reimbursable expenses for the June 20, 2014 trip to NYC that I sent to Lesley. Please let me know if there are any questions, or if you prefer a different format etc.

My best,  
Amy

On Tue, Jul 15, 2014 at 1:07 PM, Richard Kahn <[REDACTED]> wrote:

it was nice talking with you earlier  
look forward to meeting you in NY

Richard Kahn  
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