

**From:** Eileen Alexanderson <[REDACTED]>

**To:** 'Jeffrey Epstein' <jeevacation@gmail.com>

**Subject:** update

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Hello and Happy New Year!

Ada is on board with \$400k level and job description. I am moving along toward a contract for Ada with help of Paul Weiss-hope to have it by Friday. One issue is timing and whether he wants to 'buy out' her bonus to get her here more quickly, if not she'd be here March 1<sup>st</sup>.

Also, headed out now to speak to Alan and his partner re correct 'structure' of family office going forward.

Have been out several times looking at office space. Have one space at 135 E 57<sup>th</sup> that I love, going to see another tomorrow that sounds great. Saw several plain vanilla office suites that would work fine but don't excite me. Trying to move this along too.

Spoke to Tom Turrin this morn-not sure what the delay has been but he has promised the BFP and LBF ledgers will be delivered here on Tuesday morn. He's in Calif at a conference this week

Spent time this week reconciling bank accounts-Plenty of cash under the roof now but, as usual, not necessarily in the right places.

We have a large estimated tax payment to make early next week.

Can we make a date to speak tomorrow morn?

Leon has been traveling and returns tomorrow afternoon, I know he will want to catch up.

Thanks, Eileen

**Eileen Alexanderson**

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