

From: Richard Kahn <[REDACTED]>
To: Jeffrey Epstein <jeevacation@gmail.com>
Subject: Fwd: Dotting the I's & crossing the T's
Date: Sat, 24 Aug 2013 11:05:44 +0000

Sent from my iPhone

Begin forwarded message:

From: Mark Tollison <[REDACTED]>
Date: August 23, 2013, 11:17:34 PM EDT
To: Richard Kahn <[REDACTED]>
Subject: Dotting the I's & crossing the T's

Dear Mr. Kahn,

Thank you for the opportunity to meet with both you and Mr. Epstein.

I appreciate being considered. I thoroughly enjoyed our conversation. After meeting Mr. Epstein, I can tell he is a very compassionate individual. It would enjoy serving him.

There are a few questions I would like to answer from Mr. Epstein that I did not answer as fully as I would have liked, to or could not remember at the time, probably from lack of sleep which I did not want to disclose to him, just to dot the I's and cross the T's.

1. The jets I have assisted with captain crew service and vendors, etc. were Lear jet Bombardier 35A's (1990's models) which could hold up to 8. The yachts were 100' plus Sovereign Yachts on Westport Hulls, 1990's. I recruited personnel from those locally who staffed informally back then. Staffing has come a long way.

3. I did handle and pay for vendors , supplies, etc, in the beginning but because the family dealt in cash I asked that the defacto family advisor I worked with Mr. Larry Arillo be the paymaster if you will so with all I grew into having to do, I would not have to, and because from my executive corporate management experience I wanted it done by a third party to avoid it becoming an area of concern. However there was always necessary funds available for me for incidentals and smaller expense items for small amount of groceries, and other personal shopping related errands etc.

4. Besides possessing my personal experience, I bring also training and certification from Starkey International. Starkey International is considered the first and premier institute in the world for household and estate management certification and training. The programs have been used or copied by all others including the International Butler Institute. Mrs. Starkey has set up service, training and staff for billionaires internationally , the White House, diplomats, embassies, and royalty around the world for over thirty years. The training is superb and teaches one to analyze and develop customized service in the areas of Administration, Housekeeping, Valet (Clothing) Culinary, Entertainment, Maintenance, Grounds keeping, Travel and Transportation, Safety and Security, Guest, Pet, Children and Elder care.

On the business side I developed business for her in areas including China and Caribbean, with US Generals and Admirals, and for jets and yachts.

5. I can train in all these areas mentioned above personally, hire trained, or have trained, including for formal dining (which Mr. Epstein has asked me twice about) as offered at the Queen of England 's table in the four international styles-

American, English, French and Russian. I can also again source, vet (all background checks, references, personality tests etc.) , and select for all staff and vendors needed via contacts for the US, Europe and Caribbean.

6. As part of the " family office" for you I could handle HR, including hiring, staffing, training, firing, contracting, employee policy, etc., facilitating related vendor contracts including property insurance, inventorying, supplies, etc., creating service with staff with manuals if desired. I could manage existing and help source vendors as required and assist with whatever requests for any items or related services desired for the residences, jets, or yachts or otherwise.

7. Because my business and real estate experience with large luxury and commercial property I can assist as well if desired with acquisition, financing, disposition, new construction, and remodeling.

I cannot remember what else I may not have answered as I would have liked, except to say I do know what I would do step by step to develop and maintain the Service, etc. , we discussed today for Mr. Epstein to create and maintain a higher level of it in all areas he wishes, customized for him personally.

Thanks again. I did to want to keep you upon seeing you after the interview with Mr. Epstein thinking he wanted to see you.

I will send my references as well that I mentioned .

Best regards,

Mark

Mark Tollison

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