

11:50 AM

01/04/11

J. EPSTEIN VIRGIN ISLANDS FOUNDATION INC.

Check Detail

January 1 - 4, 2011

<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
1/4/2011	Islands Meeting & Incentives, Inc.	Mind Shift Conference	1001 · First Bank ...	
		Mind Shift Conference	5385 · Hotel	-55,839.45
TOTAL				-55,839.45



THE RITZ-CARLTON®  
ST. THOMAS

6900 Great Bay  
St. Thomas, VI 00802

## Invoice

**Mindshift**  
**Contact: Judi Nagelberg**  
**Island Meetings & Incentives**  
**6100 Red Hook Quarter, A2-1**  
**St. Thomas, VI, 00802**

Invoice #: 601  
Date : 12/31/10  
Terms : Upon Receipt

<b><i>Re: Final Prepayment</i></b>			
<b>EVENT DATES</b>	<b>DESCRIPTION OF CHARGES</b>		<b>AMOUNT</b>
January 7-11, 2011	Estimated Food & Beverage Charges		\$14,819.30
	Room & Tax		\$41,402.88
	Resort Fee		\$3,712.00
	Presidential Suite		\$8,800.00
	<i>Deposits Received</i>		\$12,894.73
	<i>Total Estimated Charges</i>		\$68,734.18
Remaining Balance	<b>Please pay this amount</b>	<b>USD</b>	\$55,839.45

**Jeanne Brennan**

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**From:** Cecile de Jongh [REDACTED]  
**Sent:** Friday, December 31, 2010 1:00 PM  
**To:** Jeanne Brennan  
**Cc:** Judi Nagelberg  
**Subject:** Fwd: IMI  
**Attachments:** Final Deposit\_Invoice.pdf; ATT00040.htm

Jeanne,

This is what we owe the Ritz thus far not including IMI. Judi would like the check made out to Island Meetings and Incentives and she will then pay the Ritz. I will get JE's approval but please process the check through EE next week.

With warm regards,

Cecile

Sent from my iPhone

Begin forwarded message:

**From:** "Judi Nagelberg" [REDACTED] >  
**Date:** December 31, 2010 11:59:32 AM AST  
**To:** "Cecile de Jongh" <[REDACTED]>

Hi!

This is the deposit due to the hotel prior to the arrival of the group (Mindshift).

Our charges and fees and not reflected in this invoice.

However, I need to get this hotel desposit ASAP.

Are you off-island the entire time they are here? Somehow, recall you were going away after the Inauguration. I need a reminder!

Let me know if you have questions.

Many thanks!

Happy New Year!

Warm regards,

*Judi*

Judi Nagelberg  
President  
Island Meetings & Incentives, Inc.

