

**To:** Leo[REDACTED]  
**Cc:** merwin dela cruz[REDACTED]; Sonam Dema[REDACTED]  
**From:** Lesley Groff  
**Sent:** Fri 12/29/2017 12:55:52 PM  
**Subject:** Clean 10B after 10:30am

Reminder to clean 10B after 10:30am...knock first ;)