

To: [REDACTED]
From: Lesley Groff
Subject: Alert - confirm with JE-is [REDACTED] to move out of 3M on Feb. 20? if so, we will need cleaned.... [REDACTED] due to return March 7

February 18, 2018 9:00 AM : confirm with JE-is [REDACTED] to move out of 3M on Feb. 20? if so, we will need cleaned.... [REDACTED] due to return March 7