

**To:** [REDACTED]  
**From:** Lesley Groff  
**Sent:** Fri 4/6/2018 3:56:53 PM  
**Subject:** Reconfirm Jeffrey's appointments

Hi [REDACTED]. I always reconfirm Jeffrey's appointments...so you will need to call or email with anyone he makes appointments with the morning of the appointment...so on Monday you will call [REDACTED] and say: Hi [REDACTED]...this is [REDACTED] from Jeffrey Epstein's office. I wanted to reconfirm you will come see Jeffrey today at 6:30/7pm... On Tuesday you will need to call Vincenzo and say the same. If Jeffrey adds in appointments (which I am sure he will) you will do the same with those people. I have their phone numbers on the itinerary

TBD- To Be Determined. When I don't know what time a person can come see Jeffrey or I have asked someone to come see Jeffrey but the person has not confirmed, I will type in TBD ...