

To: [REDACTED]

Sent: Wed 7/25/2018 1:38:44 AM

Subject: I will be out of the office July 23-29 Re: D'Addario Foundation Instrument Drive on July 29

*I will be out of the office July 23-29. In my absence please email Daphne at [REDACTED]. You may also speak with Daphne at [REDACTED]. I return to the office on Monday July 30.*

Thank you,