

To: Sonam Dema[REDACTED]; Jojo Fontanilla[REDACTED];
Leo[REDACTED]
From: Lesley Groff
Sent: Fri 8/24/2018 1:31:14 PM
Subject: 3pm appt w/1 guest -need to serve cookies, tea, coffee

Hi Sonam! Jeffrey has a 3pm appt with one person....jeffrey would like cookies,
coffee and tea served... :) OK?