

**To:** Sonam Demal[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?