

**To:** Daphne Wallace [REDACTED]  
**From:** Lesley Groff  
**Sent:** Mon 12/3/2018 2:26:04 PM  
**Subject:** Re: Vacation - December 3, 2018

will do! HOpe you have a super holiday!

> On Dec 3, 2018, at 8:59 AM, Daphne Wallace [REDACTED] > wrote:  
>  
> Greetings [REDACTED],  
>  
> I will be out of the office beginning Monday, December 17th. I return to the  
office on Wednesday, January 2nd.  
>  
> Please place on JE's calendar when you deem appropriate.  
>  
> Kind regards, Daphne