

To: merwin dela cruz[REDACTED]; Leo[REDACTED]; [REDACTED]
[REDACTED]@[REDACTED]; Sonam Dema[REDACTED]
From: Lesley Groff
Sent: Wed 4/10/2019 9:08:02 PM
Subject: Next Week...Full House at the apartments

Hello all. Next week I will be on holiday (April 14-21...going to Texas to see my family with [REDACTED]) We have a lot of guests arriving and leaving ...and will need apartment cleaning. [REDACTED], I will send you Welcome Letters and names in individual emails next for you to leave with the doorman. Merwin and Leo, please take note of the days apartments will need to be cleaned and add to your calendar.

Yoni in 7J (he is already here!) Leo, Clean 7J on Wed. May 1st
Sonam in 2G (Sonam, so you know, it appears Karyna will stay in Europe longer than the 15th. Hope to have her return date soon)

10B Guest arrives April 14-Departs 19th. Leo, we have a guest arriving around 1pm on 19th so you must CLEAN 10B on 19th. Guest will leave her bags with the doorman by 9am.

8A Guest arrives April 17-Departs 20th. Leo, clean on Monday 22nd

10F Guest arrives April 17-Departs 20th. Leo, clean on Monday 22nd

10B Guest arrive April 19-Departs on April 30. Leo, clean on Wed. May 1st

Thanks! Lesley