

**To:** Lesley Groff [REDACTED]  
**From:** Richard Kahn  
**Sent:** Wed 5/22/2019 2:26:22 PM  
**Subject:** Fwd: Punchlist #22

will be off conference call around 1045am and will call you then..  
this is a great example of email you can follow up with glidden on if he does not send..  
thanks

Richard Kahn

tel [REDACTED]

fax [REDACTED]

cell [REDACTED]

Begin forwarded message:

**From:** michael glidden <[REDACTED]>  
**Subject: Re: Punchlist #22**  
**Date:** May 22, 2019 at 9:52:34 AM EDT  
**To:** Richard Kahn <[REDACTED]>  
**Cc:** Stephanie Remington <[REDACTED]>, Ann Rodriguez <[REDACTED]>, Daphne Wallace <[REDACTED]>, Lesley Groff <[REDACTED]>

Outside vendor for demo and new install. Will forward when back at desk.

Sent from my iPhone

On May 22, 2019, at 9:04 AM, Richard Kahn <[REDACTED]> wrote:

Mike are we using crew or outside vendor to install LSJ hurricane  
shutters  
please forward quotes if outside vendor and update punchlist with  
dates..  
thank you

Richard Kahn  
HBRK Associates Inc.

[REDACTED]  
New York, NY 10022

tel [REDACTED]  
fax [REDACTED]  
cel [REDACTED]