

To: Leo [REDACTED] merwin dela cruz [REDACTED]
From: [REDACTED]
Sent: Mon 5/13/2019 2:30:48 PM
Subject: set up air mattress in 7J by Thurs. May 16

We have guests coming to stay in 7J who require one air mattress set up, extra pillows, towels, etc. Please make sure it is done by morning of May 16th ...whatever day is good for you to do it. OK?