

---

**From:** Lesley Groff <[REDACTED]>  
**Sent:** Friday, March 14, 2014 8:20 PM  
**To:** [REDACTED]; Lyn fontanilla; [REDACTED]; Jojo Fontanilla; [REDACTED]; Karyna Shuliak  
**Subject:** Protocol For Arriving Guests

Jeffrey has requested that whenever a new guest arrive you please go into the dining room with the persons name written on a piece of paper to let him know the guest has arrived. No emails...only a piece of paper with guests name written largely please. Everyone, please confirm back you have read this protocol...

Thanks! Lesley=<?xml version="1.0" encoding="UTF-8"?> <!DOCTYPE plist PUBLIC "-//Apple//DTD PLIST 1.0//EN" "http://www.apple.com/DTDs/PropertyList-1.0.dtd">  
<plist version="1.0">  
<dict>  
    <key>conversation-id</key>  
    <integer>22445</integer>  
    <key>date-last-viewed</key>  
    <integer>0</integer>  
    <key>date-received</key>  
    <integer>1394828406</integer>  
    <key>flags</key>  
    <integer>8590195713</integer>  
    <key>remote-id</key>  
    <string>10957</string>  
</dict>  
</plist>