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**From:** Lesley Groff <████████>  
**Sent:** Friday, May 4, 2012 2:06 PM  
**To:** ██████████ ; ██████████  
**Subject:** A few things for weekend appointments :)

Hi █████ I hope all is going well! :)

Just wanted to go over a few things regarding the weekend appointments=..

Be sure to confirm all the appointments the day of...I have included p=one numbers and email addresses for everyone...accept the Liza girl..Jeffr=y made that appointment himself and gave me no info on her...you might ask=him Sat. morning if he would like you to confirm the appt for him and if s=, ask for her number or email (and then pass it along to me and █████ too!=

Jeffrey has moved Andres Serrano to meet up at the Art Frieze...Jeffre= needs to give details of time and exactly where to meet...you may have to=ask him for this info come Sunday morning if he never provides! (I thin= the Art Frieze is on Randall's Island)

JE wants Polina to bring along Alyona...Polina is working on that (Sat= 1:00 appt)

Jeffrey must fast from midnight on Sunday in to Monday morning...just =ake sure he remembers....

I reminded Janusz to be outside 45 minutes prior to any appt JE might =ave and he was very receptive and knows it is important to be early.

If there is anything else I think of I will be sure to make you aware.=.and if you need me, email or call me.

:) Les