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**From:** Lesley Groff <[REDACTED]>  
**Sent:** Wednesday, December 5, 2012 9:24 PM  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Cleaning of Apt's while you are Away!

Hi [REDACTED]..while you are away with your family I don't want you bothered with trying to have apartments cleaned...who can we put in charge to go in and check things out? It doesn't appear like we have many guests coming but just in case...[REDACTED], I'm thinking you will not be around either...maybe we have Lyn go over and double check linens are on beds and towels in closets?

What is the name and phone number of the agency that you use? Give them the heads up you will be away and to possibly expect a call from Lesley in your absence...anything else we should know?

encoding=UTF-8"?> <!DOCTYPE plist PUBLIC "-//Apple//DTD PLIST 1.0//EN" "http://www.apple.com/DTDs/PropertyList-1.0.dtd">

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