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**From:** Karyna Shuliak <[REDACTED]>  
**Sent:** Friday, January 6, 2017 3:50 AM  
**To:** [REDACTED]  
**Subject:** Fwd: Epstein's Lady

Dear Koga-san,

I am writing to you in response to your email to Mr. Pritzker, regarding the organization of the private lessons during my trip to Japan.

Please allow me to take a moment to thank you for this truly unique opportunity and for all your help with the lessons and my stay at the hotel!

I would be very happy to take all the classes, that you have suggested, with the main focus perhaps in Japanese manner lessons, if that would be possible.

I will be ready to start the classes on February 6th, and am planning to stay in Japan until February 28th.

Please advise what would be our next step...

Thank you so much for your help!

Karyna

Begin forwarded message:

**From:** [REDACTED]  
**Date:** January 4, 2017 at 12:24:29 AM CST  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** Fwd: Epstein's Lady

Pls see our proposal produced by Asako. Pls ask the lady and Jeffrey to go thru with it and let us know what she wants to focus.

GHTokyo has reserved a room for her during the days of Feb. 5-28. She will have free access to Grand Club Lounge. Steve Dewire and his staff will assist her during her stay in Tokyo.

If she wishes to make her trip to Kyoto or Hakone or else where, Steve Dewire and we at Hyatt Japan Office will help her out in making arrangements,

You know Kazumi's cell. Asako's cell is [REDACTED]. I am ready too. We are all ready to finalize her arrangements thru our usual team work play.

CK

iPadから送信

転送されたメッセージ=83ジ:

差出人: "Shimizu, Asako (TYOHY)" [REDACTED]

日時: 2017年1月4日 4:51:54 JST

宛先: "Koga, Chika (TYOHY-C)" [REDACTED]

Cc: "Maeda, Kazumi (TYOHY)" [REDACTED]

件名: RE: Epstein's study

Dear Koga san,

Thank you very much for your time earlier.

I apologize for taking so long to put a proposal together.

As you have kindly noted to Mr. Pritzker, all schools are still closed and many of them will come back either tomorrow or Friday.

As soon as each school comes back from the holiday, I will first ask all lessons (private/or group) are available (can be arranged) during her stay; Feb 6 – 8, 2017.

Especially the Japanese manner school, I truly hope that they are available to provide special private lessons.

Apart from these lessons, I will search for a =aisei cuisine experience and some other cultural classes she can take at her choice.

Japanese manner =esson:

Approximate cost is JPY 15,000~JPY =0,000 per lesson (1.5hrs per class)

\*tailor-made lessons in English

We would like to learn in which area =he would like to focus on;

- \* History of Japanese etiquette/what =apanese etiquette is all about
- \* Basic movements (posture, how to bow, =alk, stand-up, sit-down)
- \* Manners for visiting =amily/friends/clients and welcoming guests at home/office
- \* Omotenashi; how to welcome and extend =ospitalities; e.g. setting decorations suitable for the season or =itual in appropriate indoor places, how to serve refreshments etc.
- \* Manners for gift giving
- \* Wrapping and special knotting =Mizuhiki)↓

<https://en.wikipedia.org/wiki/Mizuhiki>

- \* Table manner (Japanese and Western =uisine)
- \* About rite of passage and traditional =nnual events and its history
- \* How to write a thank you letter
- \* Manners for auspicious occasion and =ourning
- \* Others; attire, telephone etiquette, =hoice of words for conversation etc.

Flower arrangement =esson at SOGETSU:

<http://www.sogetsu.or.jp/e/know/about/>

\* JPY 8,640 for three lessons

\* JPY 12,850 for five lessons

\* JPY 23,450 for nine lessons

Tea ceremony =esson:

TBC – schools are still =losed. I hope to find out the details by Friday.

Calligraphy =esson:

Estimated tuition: JPY 13,500 =or four lessons

Basic Japanese =anguage lesson:

Estimated tuition: JPY 34,560 for =ight lessons

Should you have any questions, please =et me know at any time.

Kindest regards,

AS

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