
From: Richard Kahn <[REDACTED]>
Sent: Tuesday, August 12, 2014 6:42 PM
To: jeffrey E.
Subject: Osbee - Projector Repair
Attachments: Ruan, Jermaine - Projector Repair, Lens & Travel - Rev 1.pdf; Untitled attachment 00115.htm; receipts (1).pdf; Untitled attachment 00118.htm; 0877_001.pdf; Untitled attachment 00121.htm

Thursday Flight times

Delta - leaves JFK 8:16 arrives STT 12:06 pm

Richard Kahn
HBRK Associates =nc.
575 Lexington Avenue 4th Floor
New York, NY 10022
[REDACTED]

----- Forwarded message -----

From: =b class="gmail_sendername">Cindy Aviles [REDACTED]
Date: Tue, Aug 12, 2014 at 1:01 PM
Subject: Osbee - Projector =epair
To: Daphne Wallace <[REDACTED]>
Cc: =ermaine Ruan <j[REDACTED]>

Daphne,

Please find attached an estimate for the repair of the projector as well as travel expenses we have already paid for. Note that we have included on this quote (2) light bulbs and (1) lens as a precaution in case these parts need to be replaced. Please be aware that, because we have listed the said equipment as "optional" we have actually only collected a 33% deposit instead of our standard 75% deposit. Any additional charges or credits will be applied to the final invoice. If you have any questions, please let me know.

Best,

Cindy

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Cindy=Aviles

Execu=ive Assistant to Dave Raines

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