

**From:** "David, Sean" [REDACTED]

**To:** [REDACTED]

**Subject:** RE: Your Upcoming Stay at the Ritz-Carlton Club, St. Thomas

**Date:** Thu, 24 Sep 2015 19:37:45 +0000

**Attachments:** RCC\_St\_Thomas\_-\_Essenza\_Bar\_Menu.pdf; RCC\_St\_Thomas\_-\_Exclusive\_Season\_2015\_Bleuwater\_Menu.pdf; RCC\_St\_Thomas\_-\_Sails\_Bar\_Menu.pdf; RCC\_St\_Thomas\_-\_Sails\_Menu.pdf; RCC\_St\_Thomas\_-\_Sea\_To\_Sails\_Menu.pdf

---

Good Afternoon [REDACTED]

Thank you very much for your prompt reply. I can certainly feel your energy and excitement with the vacation date just a few hours away. I have noted everything that you have mentioned in the previous email. Am I able to assist you with any diner reservations for tomorrow evening? I wish to provide you with some recommendations below:

#### Dinner Reservations

- Attached are the menus for our on-site restaurants, Essenza, Sails and Bleuwater. Please let me know what menu garners your interest and what selection dinner selections each person in your party is interested in having.
- Additionally, I wish to provide you with some of my personal favorite recommendations - [XO Bistro](#), [Mims Seaside Bistro](#), and [Fish Tails](#).
- Transportation is located on property; therefore, we will be happy to arrange for a taxi to be present outside of your Residence ten minutes prior to your reservation, should you be interested in dining off property.

Mrs. Groff, I want to thank you again for your time. I will be in the office until 8:00 pm this evening; therefore, please do not hesitate to contact me at [REDACTED] further discuss your itinerary. Will there be anything further that I may be able to assist with? I sincerely hope that you enjoy the rest of your day.

Warmest regards,

Sean David

Member Experience Concierge  
The Ritz-Carlton Club, St. Thomas  
6910 Great Bay  
St. Thomas, USVI, 00802  
Phone: [REDACTED]  
Fax: [REDACTED]  
E-mail: [REDACTED]

*This communication contains information from The Ritz-Carlton Destination Club St. Thomas that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who received this information is prohibited from disclosing, copying, distributing, and/or using it. If you have received this communication in error, please immediately delete it and*

EFTA00339082

---

**From:** [REDACTED] [mailto:[REDACTED]]  
**Sent:** Wednesday, September 23, 2015 3:53 PM  
**To:** David, Sean  
**Subject:** Re: Your Upcoming Stay at the Ritz-Carlton Club, St. Thomas

Hello and thank you for your email. We do not require any groceries or transportation...we are only staying one brief night! We will arrive the airport at 12:30, but will not get to your hotel until the evening (not sure exact time)...I'm sure we will have dinner in your restaurant...I am filling out the CC Authorization form, will scan and email shortly...Thank you, [REDACTED]

On Sep 23, 2015, at 2:50 PM, David, Sean <[REDACTED]> wrote:

Good Afternoon [REDACTED]

I am delighted to welcome you to the beautiful island of St. Thomas. My name is Sean David and I will be your Personal Concierge during your stay with us. I look forward to meeting you and working to ensure that your vacation is nothing short of perfect. The weather has been absolutely gorgeous and the Caribbean waters are clearer than ever. Your little slice of heaven surely awaits you in a couple days.

According to your reservation, you are scheduled for arrival on Thursday, September 25<sup>th</sup> and departing on Friday, October 26<sup>th</sup>, staying in a beautiful two-bedroom residence. For planning arrangements, check-in time is 4:00 p.m., and check-out time is 11:00 a.m.

The Grand Palazzo Club, is our on-site restaurant located on the 5<sup>th</sup> floor of Gardenia and serves breakfast and dinner daily. They also host happy hour specials on a daily basis. Might I offer my assistance in creating any reservations?

I highly recommend making arrangements in advance to ensure your preferred activity times are available. It would be my pleasure to assist you with any dining reservations, spa appointments, transportation needs, Ambassador of the Environment reservations or anything additional that you may require during your stay. Please visit our [Concierge Interactive Guide](#) for more details about the various leisure activities we have to offer at our Club.

In order to prepare for your upcoming arrival, allow me to ask you the following questions:

- What time should we expect you on Thursday, September 25<sup>th</sup>?
- What are the names of your guests who will be joining you? Will they be providing their own credit card for their incidentals?
- Would you care to have your residence pre-stocked with any groceries? If so, please utilize our web-interactive, online grocery program: [Fresh Foods VI](#)
- Will you need any transportation pre-arranged from the airport? If so, you can certainly reserve a private taxi through [Kelly's Taxi](#)'s services.
- Are we celebrating a special occasion during your stay in St. Thomas?
- In preparing your residence for your arrival, is there anything I should note for the Housekeeping team?
- Would you require any beds split or joined together?
- Would you be needing a crib, high chair, rollaway or sofa bed made up?

[REDACTED] we very much look forward to welcoming you in the coming days. Should I be of any further assistance, please do not hesitate to contact me. I look forward to meeting you upon your arrival.

Warm Regards,

Sean J. David

Member Experience Concierge  
The Ritz-Carlton Club, St. Thomas  
6910 Great Bay  
St. Thomas, USVI, 00802  
PH [REDACTED]  
Fax [REDACTED]  
E-mail [REDACTED]

*This communication contains information from The Ritz-Carlton Destination Club St. Thomas that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who received this information is prohibited from disclosing, copying, distributing, and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.*

<RCC St. Thomas - Credit Card Authorization Form.pdf>

EFTA00339084