

From: Lesley Groff <[REDACTED]>
To: [REDACTED] <[REDACTED]>
Cc: Lyn fontanilla <[REDACTED]>, [REDACTED] <[REDACTED]>
Subject: Cleaning of [REDACTED] Apt.
Date: Thu, 12 Feb 2015 17:24:21 +0000

[REDACTED], we would like to get you on a semi-permanent schedule to clean [REDACTED] apartment every week...like Monday's at 9am or Tues's at 9am...what ever day you would like to assign is fine. [REDACTED] does travel a lot however and if she is not around you can skip a week or if there is something more urgent of course, then that can come first...

What day would you like to take on for [REDACTED] apartment?

[REDACTED], if you know you will be going away, please be sure to let Tess know...

Thanks, Lesley