

**From:** Heather Pennington hp@mesmerizemedia.net  
**Subject:** Fwd: Your furniture reconfigure project - (APG O# 482400)  
**Date:** December 13, 2021 at 8:15 PM  
**To:** Scott C. Martin scott@mesmerizemedia.net



Sent from my iPhone

Begin forwarded message:

**From:** Heather Pennington <HPennington@apgof.com>  
**Date:** December 13, 2021 at 9:45:42 AM EST  
**To:** tkeck@brewer-garrett.com  
**Cc:** Gabe Kessler <gkessler@apgof.com>, Maria Carney <mcarney@apgof.com>, Sean Kennedy <skennedy@apgof.com>  
**Subject:** Your furniture reconfigure project - (APG O# 482400)

Hi Terry,

Thanks so much for your recent order. My name is Heather and I'll be the Project Manager.

I can confirm that we will be on site January 6<sup>th</sup> and 7<sup>th</sup> to complete the first phase of the project. We do not yet have confirmed ship dates on the items needed for the remainder of the project. When I receive these dates, I'll send the updates in an email.

In the meantime, can you please confirm the ship to address and contact phone number?

2200 Overlook Road  
Cleveland, OH 44106

(216) 333-2004

Thanks Terry, I look forward to working with you,

**Heather Pennington**  
*Project Manager*

**APG Office Furnishings**

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