

**To:** Grand Palace Hotel reservations [REDACTED]  
**Cc:** [REDACTED]  
**From:** Lesley Groff  
**Sent:** Wed 3/28/2018 11:30:30 AM  
**Subject:** Re: Credit Card Authorization Form for [REDACTED]: April 3-6, 2018 ([REDACTED])

Hello Laura. Our guest, [REDACTED], needs to shift her dates of stay with you to April 5-10, 2018. Please may we make this change with your hotel and pay for these dates of travel instead?

Lesley  
Assistant to Jeffrey Epstein

> On Mar 16, 2018, at 10:27 AM, Grand Palace Hotel reservations  
<[REDACTED]> wrote:  
>  
> Dear Lesley,  
>  
> Thank you very much for your prompt reply.  
>  
> The information has been received well.  
>  
> The pre-payment will be done 1 day prior to arrival (on 02.04.) as per  
cancellation policy. After that we will send you the invoice of the payment made.  
>  
> If there are some questions or requests, please do not hesitate to contact us  
anytime!  
>  
> Yours sincerely,  
>  
> LAURA ŠULCE  
> Reservations Agent  
>  
> Grand Palace Hotel  
> Pils Street, 12, Riga, Latvia  
>  
> T (+371) 6704 4138  
> [REDACTED]  
> grandpalaceriga.com  
> schlossle-hotels.com  
>  
> Grand Palace Hotel, Riga, Latvia, a member of The Leading Hotels of the World  
and Virtuoso  
> Part of Schlossle Hotel Group - A collection of exceptional luxury hotels  
>  
>  
> We are on FACEBOOK!  
> Click here for details.  
>  
> -----Original Message-----  
> From: Lesley Groff [mailto:[REDACTED]]  
> Sent: Friday, March 16, 2018 4:03 PM  
> To: [REDACTED]  
> Cc: Bella Klein  
> Subject: Credit Card Authorization Form for [REDACTED]: April 3-6, 2018  
([REDACTED])  
>  
> Please confirm receipt of this credit card authorization form! thank you,  
Lesley  
>