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Date: 3/6/2017 4:01:30 PM

Subject: Email Delegation Memo

Attachments: 2017-3-6 Email Permissions.docx

Good Afternoon,

Lily spoke to Lee Ann earlier and it looks like they may not have total clarity on who should have access to which accounts and thus would like a memo/letter establishing a complete list of who should have access to what. I have written the attached memo to that effect, please let us know if it is fine for Lily to add your signature to.

Best Regards,

Catherine McNicoll

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