

**From:** Jewell, Peggy <Peggy.Jewell@colliers.com>  
**To:**  
**Date:** 10/26/2015 2:15:13 PM  
**Subject:** FW: Confirmation of Fire Wardens

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Thanks to those of you that responded to my below email. It is important that everyone responds so I can be sure that we have Fire Wardens for each tenant space.

If you have not responded, please do so **by the end of the day tomorrow** so that we can proceed with the training and scheduling the building fire drill.

Thank you.

**Peggy Jewell, CPM**

Property Manager | South Carolina  
Dir +1 803 401 4202 | Main +1 803 254 2300 | Mobile +1 803 603-3892  
Fax +1 803 771 9499  
peggy.jewell@colliers.com | [vcard](#)

**Colliers International**

1301 Gervais Street, Suite 600 (29201)  
PO Box 11610 | Columbia, South Carolina 29211 | USA

[www.colliers.com](http://www.colliers.com)



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**From:** Jewell, Peggy  
**Sent:** Monday, October 19, 2015 2:23 PM  
**Subject:** Confirmation of Fire Wardens

To our valued 1301 Gervais Fire Wardens:

We will be scheduling our Fire Warden training soon and I wanted to be sure that the Distribution List is correct. Can you please send me an email by Monday, October 26<sup>th</sup> and let me know that you are still the Fire Warden for your company.

Thanks so much!

**Peggy Jewell, CPM**

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Fax +1 803 771 9499  
[peggy.jewell@colliers.com](mailto:peggy.jewell@colliers.com) | [vcard](#)

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