

From: Kari Kaibel <KaibelK@api.org>

To: Leila Sepehri Getto <leila_getto@ios.doi.gov>

Subject: Fwd: Wednesday, March 14 - Cost Breakdown

Date: Thu, 15 Mar 2018 22:43:12 +0000

Importance: Normal

Good evening, Leila,

Pursuant to our conversation, and supplementing the below breakdown:

Drinks were on consumption basis so we don't have a per person figure. However, the costs are as follows:
Cocktails \$20 each, beer is \$8/9 per bottle, wine is \$79 per bottle (\$15.80/glass).

If one glass of wine was consumed, please add that to the total below + related tax.

Many thanks,
Kari

Kari Kaibel
Executive Assistant to
Executive Vice President & Chief Strategy Officer

From: Kari Kaibel

Sent: Thursday, March 15, 2018 12:30 PM

To: 'Leila Getto' <leila_getto@ios.doi.gov>

Subject: RE: Wednesday, March 14 - Cost Breakdown

Good day, Leila,

Thank you for reaching out. Please find below:

Reception (without drinks) -

\$28

\$6.72 service charge

Subtotal - \$34.72

Tax - \$4.86

Total \$39.58

Please let me know if any further questions.

Many thanks,
Kari

From: Leila Getto <leila_getto@ios.doi.gov>

Sent: Thursday, March 15, 2018 12:13 PM

To: Kari Kaibel <KaibelK@api.org>

Subject: Re: Wednesday, March 14 - Cost Breakdown

#1363631.1

Can I trouble you for the estimated per person cost of the reception?

Leila Getto
Deputy Director, Scheduling and Advance
Office of the Secretary
Direct 202-208-5359
Cell 202-706-9435

On Mar 14, 2018, at 9:29 PM, Kari Kaibel <KaibelK@api.org> wrote:

Leila,

Please let me know if I may provide more information.

Happy to help!
Kari

Kari Kaibel
Executive Assistant to
Executive Vice President & Chief Strategy Officer
via 703-674-7631

Sent: Wednesday, March 14, 2018 9:27 PM
Subject: Wednesday, March 14 - Cost Breakdown
To: Leila Sepehri Getto <leila_getto@ios.doi.gov>

Greetings, Leila,

Please find below as requested:

Reception (cost per person) – food is \$28 per person. Drinks are on consumption so harder to calculate. Cocktails \$20 each, beer is \$8/9 per bottle, wine is \$79 per bottle.
Tax (per person) 14%
Tips (per person) – no direct tips at the dinner but the service charge is 24% (service charge is taxable)
Dinner per person (\$120)
Total Number of attendees – 72

Should you require further detail, please let me know.

Happy to help!
Kari

Kari Kaibel
Executive Assistant to
Executive Vice President & Chief Strategy Officer
via 703-674-7631

#1363631.2