

Message

From: Hale, Michelle [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB99F5247AB8412FA017133839301FEE-HALE, MICHE]
Sent: 6/21/2017 3:05:30 PM
To: Lee, Jennifer [leej@si.edu]; Matt Curran (mcurran@artexfas.com) [mcurran@artexfas.com]
CC: Wilson, SeVera [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=60a3519ea3014c2bb3bdeb9cc53c9aa5-Wilson, SeVera]; Woodward, Cheryl [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=7a0d6a3af92640248638ca24fe87a777-Woodward, Cheryl]
Subject: RE: Transit of loans to EPA

The Administrator is to be out of the office:

11:30 to 1:00 p.m. on Wednesday, June 28

or

2:00 to 3:30 p.m. on Thursday, June 29

Either time is preferable. Thank you for everything.
michelle

From: Hale, Michelle
Sent: Wednesday, June 21, 2017 11:02 AM
To: 'Lee, Jennifer' <leej@si.edu>; Matt Curran (mcurran@artexfas.com) <mcurran@artexfas.com>
Cc: Wilson, SeVera <Wilson.SeVera@epa.gov>
Subject: RE: Transit of loans to EPA

2:00 on Thursday of next week would be a great time if at all possible. Thank you.

From: Lee, Jennifer [<mailto:leej@si.edu>]
Sent: Wednesday, June 21, 2017 10:59 AM
To: Matt Curran (mcurran@artexfas.com) <mcurran@artexfas.com>
Cc: Hale, Michelle <hale.michelle@epa.gov>; Wilson, SeVera <Wilson.SeVera@epa.gov>
Subject: Transit of loans to EPA

Hello Matt,

I hope you are well! We have three framed, pre-packed artworks that will need to be shipped to the EPA and installed in the Administrator's office. Do you have any availability next week? Preferably Wednesday or later.

Pick-up:
SAAM-DWRC
Loading dock: 9th and G Street NW
Washington, DC 20001

Contact: Packing and Shipping office, 202-633-2292

Artworks:
1975.74: William Sonntag, *Mountain Landscape*, oil on canvas, unframed dims 51 ¼ x 41 1/8 in.

1985.30.59: Paul Resika, *The Great Rocks*, oil on canvas, unframed dims: 24 1/8 x 30 1/8 in.

1964.1.70: Erle Loran, *Barge Dock*, oil on canvas, unframed dims: 30 x 36 in.

Delivery:

Environmental Protection Agency
1200 Pennsylvania Ave, NW
Washington, DC

Contact: SeVera Wilson, Ex. 6

I will travel over with the shipment and be there for condition reporting and installation. This job should be billed to the EPA.

Thank you!

Jenni Lee
Assistant Registrar, Exhibitions & Loans
Smithsonian American Art Museum

Ex. 6
leej@si.edu