

November 16, 1998

RE: 7 World Trade Center

Mr. John Hughes
Mayors Office of Emergency Management
100 Church Street
20th floor
New York, N.Y. 10007

Dear Mr. Hughes:

Subject: Herman Miller & Meridian deliveries

As a follow up to your request please find below the breakdown for deliver of the Herman Miller and Meridian product. The Geiger caseloads delivery schedule will be sent to you shortly.

Herman Miller Systems

Monday Nov. 30, 1998

33783/333796	6:00 PM	.2 trailer
33735/330279	6:30 PM	1 trailer
" "	8:30 PM	.7 trailer

Herman Miller Seating, Meridian Cabinets

Friday Dec. 11, 1998

PH-166/338107	6:00 PM	36 pcs.
M-1039/343655	" "	6 pcs.
33782/330281	6:30 PM	1 truck
" "	7:30 PM	1 trailer
" "	9:00 PM	.5 trailer

I will be forwarding a list of installers names that will need access to the building for the project within the next few days.

If you should have any further questions please feel free to call me at 212-964-1640 ext. 218.

From: Carl Shaw To: Josep Dominguez

Date: 11/19/98 Time: 12:35:53

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November 19, 1998

Sincerely,

Carl S. Shaw
Manager, Special Projects
BUSINESS FURNITURE, INC.

cc: Bill Blaber (HMI)
Roseann Aimone (bfi)
David Edmonds (bfi)
Josep Dominguez (DCAS/DRES)
Nick Spinelli (C&S)
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