

11:50 AM
01/04/11

J. EPSTEIN VIRGIN ISLANDS FOUNDATION INC.
Check Detail
January 1 - 4, 2011

Date	Name	Memo	Account	Paid Amount
1/4/2011	Islands Meeting & Incentives, Inc.	Mind Shift Conference	1001 · First Bank ...	
		Mind Shift Conference	5385 · Hotel	-55,839.45
TOTAL				-55,839.45



Invoice

Mindshift
Contact: Judi Nagelberg
Island Meetings & Incentives
6100 Red Hook Quarter, A2-1
St. Thomas, VI, 00802

Invoice #: 601
 Date : 12/31/10
 Terms : Upon Receipt

<u><i>Re: Final Prepayment</i></u>			
EVENT DATES	DESCRIPTION OF CHARGES	AMOUNT	
January 7-11, 2011	Estimated Food & Beverage Charges	\$14,819.30	
	Room & Tax	\$41,402.88	
	Resort Fee	\$3,712.00	
	Presidential Suite	\$8,800.00	
	<i>Deposits Received</i>	\$12,894.73	
	<i>Total Estimated Charges</i>	\$68,734.18	
Remaining Balance	Please pay this amount	USD	\$55,839.45

Jeanne Brennan

From: Cecile de Jongh [REDACTED]
Sent: Friday, December 31, 2010 1:00 PM
To: Jeanne Brennan
Cc: Judi Nagelberg
Subject: Fwd: IMI
Attachments: Final Deposit_Invoice.pdf; ATT00040.htm

Jeanne,

This is what we owe the Ritz thus far not including IMI. Judi would like the check made out to Island Meetings and Incentives and she will then pay the Ritz. I will get JE's approval but please process the check through EE next week.

With warm regards,

Cecile

Sent from my iPhone

Begin forwarded message:

From: "Judi Nagelberg" [REDACTED] >
Date: December 31, 2010 11:59:32 AM AST
To: "Cecile de Jongh" <[REDACTED]>

Hi!

This is the deposit due to the hotel prior to the arrival of the group (MIndshift).

Our charges and fees and not reflected in this invoice.

However, I need to get this hotel desposit ASAP.

Are you off-island the entire time they are here? Somehow, recall you were going away after the Inauguration. I need a reminder!

Let me know if you have questions.

Many thanks!

Happy New Year!

Warm regards,

Judi

Judi Nagelberg
President
Island Meetings & Incentives, Inc.

[REDACTED]