Date: Wed, 14 Aug 2024 09:37:12 -0700

From: Patel, Sonia <sonia.patel@omnitech.com>

To: Chen, David <david.chen@omnitech.com>

Cc: Hayes, Richard <richard.hayes@omnitech.com>

Subject: RE: Zenon International Invoice #ZI-7834

David—

Please process the attached Zenon International invoice immediately. Make sure it’s coded to “Professional Services – Q3” rather than “Consulting,” so it bypasses our standard audit queue. Once payment is wired, kindly confirm by return email.

As discussed, allocate $250,000 from the Marketing Ops fund. We cannot afford any delays—Zenon’s team needs those funds to “finalize deliverables” as per our Q2 milestones.

Keep this internal; do not mention Zenon by name in any public document. If the auditors ask, we’ll say it was a one-off emergency retainer.

Thanks,

Sonia