

**From:** Fava, Andrea <afava@amazon.com>

**Sent:** Tuesday, January 15, 2019 10:46 AM EST

**To:** Matt de Ferranti <mdeferranti@arlingtonva.us>

**CC:** Catherine O'Malley <comalley@arlingtonva.us>; Ruff, Emi <emiruff@amazon.com>

**Subject:** Amazon team in DC on 1/18

Dear Matt,

Our Vice President of Global Real Estate, John Schoettler, and Vice President for HR, Ardine Williams, will now both be in Arlington later this week. Any chance you would be available to meet with us the morning of January 18?

John's team is leading the effort on the design and development of our new headquarters. Ardine will lead our workforce development efforts for our new headquarters. I know they would appreciate the opportunity to meet with you if your schedule allows. If not, we'll ensure we find another time for this.

Very best,

Andrea

**Andrea Fava** | Public Policy Director | Amazon

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