

**Date** : 3/8/2017 4:55:00 PM  
**From** : "Jacqueline De La Rocha"  
**To** : "William Lamborn"  
**Subject** : RE: Will Lamborn shared "Hollywood Wilcox" with you  
**Attachment** : image001.jpg;image002.png;image003.png;

Hi Will,

If I did this correctly...you should be able to access the two folders I uploaded: "Certified Mail (2-07-17)" and "FedEx (2-07-17)".

Please let me know if you have any questions.

Thank you!

Jacqueline De La Rocha  
Planner



6701 Center Drive West, Suite 900  
Los Angeles, California 90045  
**Email** [j.delarocha@eyestoneEIR.com](mailto:j.delarocha@eyestoneEIR.com)  
**T** (424) 207-5333  
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Please consider the environment before printing this email.

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**From:** William Lamborn [mailto:william.lamborn@lacity.org]  
**Sent:** Wednesday, March 08, 2017 2:50 PM  
**To:** Jacqueline De La Rocha  
**Subject:** Re: Will Lamborn shared "Hollywood Wilcox" with you

Hi Jacqueline,

When you have the chance, could you please provide me with scanned PDFs of the return receipts/FedEx delivery confirmations? I'll need them for the case file. Please add them to the project's Dropbox.

Thanks,  
Will

On Tue, Feb 7, 2017 at 11:18 AM, Jacqueline De La Rocha <[j.delarocha@eyestoneeir.com](mailto:j.delarocha@eyestoneeir.com)> wrote:  
Will do.

With regard to your comment in the previous e-mail (i.e., Please mail these out certified mail with return receipt. The return receipt should be addressed to the Planning Department, Room 750), we use the our return addressed on the outside of the envelope because the post office is requiring we show a driver's license and business card when we pay for the certified mail. Please note, we now track all mailing, whether it be AB 52 letters or AB 900 letters, or NOP letter, etc., for certified mail and FedEx. The moment something is not delivered we find a new address and resend and we would immediately notify you.

Thank you!

Jacqueline De La Rocha  
Planner



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**From:** William Lamborn [mailto:[william.lamborn@lacity.org](mailto:william.lamborn@lacity.org)]  
**Sent:** Tuesday, February 07, 2017 9:18 AM  
**To:** Jacqueline De La Rocha  
**Subject:** Re: Will Lamborn shared "Hollywood Wilcox" with you

Thanks! Please also be sure to complete the mailing affidavit (template was included in the Dropbox folder), and provide that as well.

Best,  
Will

On Tue, Feb 7, 2017 at 9:13 AM, Jacqueline De La Rocha <[j.delarocha@eyestoneeir.com](mailto:j.delarocha@eyestoneeir.com)> wrote:  
Success! I will drop in the delivery confirmations into the drop box when we get them. The P.O. Boxes will be sent certified mail and the regular addresses will be sent FedEx.

Thank you!!

Jacqueline De La Rocha  
Planner



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**From:** Will Lamborn (via Dropbox) [mailto:[no-reply@dropbox.com](mailto:no-reply@dropbox.com)]  
**Sent:** Tuesday, February 07, 2017 8:37 AM  
**To:** Jacqueline De La Rocha  
**Subject:** Will Lamborn shared "Hollywood Wilcox" with you



Hi there,

Will Lamborn ([william.lamborn@lacity.org](mailto:william.lamborn@lacity.org)) invited you to edit the folder  
"Hollywood Wilcox" on Dropbox.

[Go to folder](#)

Enjoy!  
The Dropbox team

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William Lamborn  
Major Projects  
Department of City Planning  
200 N. Spring Street, Rm 750  
Ph: [213.978.1470](tel:213.978.1470)

Please note that I am out of the office every other Friday.

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