

To: [REDACTED]
From: Jeffrey Epstein
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FANCELLI PUNCH LIST
Wood Paneling at LSJ Office

1. Complete the installation of the toe molding at the baseboard. Material on site.
2. Install closure trim piece of oak below the picture window sill to fill gap approx. 3 cm high, the length of the window.
3. Finish rough, unfinished end condition at the sliding panels at the picture window.
4. Drill, file and sand perforations at tilt down desk panels to remove rough and ragged edges.
5. Glue and clamp open joints in paneling through out the room.
6. Generally sand rough finishes and raised grain at paneling through out the room.
7. Replace tortoise shell inlay where it is pieced or flaking and delaminating.
8. Repair cabinet door hardware so that the screw does not loosen when the handle is rotated to operate door and so the hardware does not rattle.
9. Supply and install two turtle pulls at tilt down desk panels.
10. Replace bamboo mesh at all cabinet doors with metal mesh in a dark color that will not rust.
11. Replace the non functioning blackboards with slate that will take chalk. The existing surface has been wiped clean with water and dried. The surface does not take chalk satisfactorily.
12. Provide additional light bulbs for the shelf lights inside the cabinets and provide the specification.
13. Confirm the size of the carpet and provide under padding.
14. The staining of the cornice should be like the Escorial Library with light and dark.
15. The staining of the columns should highlight the carvings with light and dark.
16. All wood surfaces in the room are to be finished, currently the undersides of the desk tops are unfinished.
17. Interiors of the cabinets are to be stained darker so as not to appear orange when the shelf lights are on.
18. All wood surfaces are to be varnished.
19. The sliding panels are unfinished plywood, how are they to be finished?

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