**From:** Scott Loeff  
**Sent:** Friday, August 16, 2019 7:59 AM  
**To:** Norman Mallory <[levelupconstruction2@gmail.com](mailto:levelupconstruction2@gmail.com)>  
**Cc:** Marlene Hopkins <[Marlene.Hopkins@cityofchicago.org](mailto:Marlene.Hopkins@cityofchicago.org)>  
**Subject:** Fw: Thank you for all you and you team does !!

The Department of Building has a no gift policy which means none of our employees may accept any gifts from the Public.

We appreciate your thought.  If you like to express any appreciation for our staff please address a letter to Judith Frydland, Commissioner of Buildings at 121 N.Lasalle 9th floor

Chicago Il 60602.

Please see if you can stop the delivery as we wil not be able to accept it. Thank you.

Scott Loeff   PHR

Assistant Commissioner-Labor Relations

Department of Buildings