

MEMORANDUM

To: All Staff
From: L. Saphonia Gee, President & CEO
Date: March 15, 2025
Subject: New Lease and Facility Location
– Institute of Epidermal Cell Therapy



March 15, 2025

INSTITUTE OF
Epidermal Cell Therapy

I am pleased to inform you that the Institute of Epidermal Cell Therapy now operates at our newly leased facility, effective June 1, 2025.

Current Campus Address:
816 Greenbrier Circle
Greenbrier Technology II, Suite 205
Chesapeake, Virginia 23320

This facility supports the needs of our growing programs and includes the following:

- 4 classrooms designated for theory instruction
- 4 clinical lab floors equipped with facial beds and esthetics technology
- A library and student break area
- Staff offices
- A dispensary and supplies lab
- Storage room and locker closet

The building complies with all fire and safety codes, including proper exit signage and extinguishers. Transwestern and IP-DSC Greenbrier Tech 816 LLC, a Delaware limited liability company, currently manage the property and handle all maintenance services such as HVAC, plumbing, electrical, and general operations.

These instructional and clinical facilities are designed to support the full practicum experience required by our curriculum. The building is compliant with all fire safety codes and includes properly marked exit signs and fire extinguishers throughout the space.

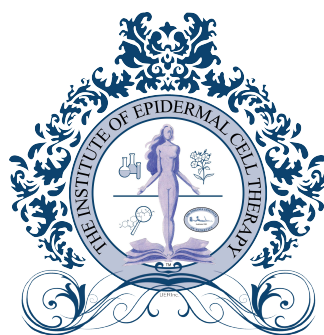
A handwritten signature in black ink, appearing to read "L. Saphonia Gee".

L. Saphonia Gee
President/CEO
School of Esthetics and Research, Inc.
The Institute of Epidermal Cell Therapy
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L. Saphonia Gee, President & CEO
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School of Esthetics and Research Inc., doing business as IECT, executes the lease directly with IP-DSC Greenbrier Tech 816 LLC. We maintain a formal contract outlining lease terms and responsibilities.

Operations remain uninterrupted. All enrolled students receive notification of the address change on April 30, 2025, and now attend all classes at the new location. The transition is smooth, and classes continue without delay.

Please direct any questions or documentation requests regarding this update to the administrative office. Thank you for your continued support and commitment to our mission.

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