

COURTYARD[®]

BY MARRIOTT

June 3, 2020

Steven K. Gustafson
State Trade and Rapid Response Coordinator
Department of Economic Opportunity
107 E Madison St
Caldwell Building, MSC G-229
Tallahassee, FL 32399

Carlos A. Gimenez
Mayor of Miami-Dade
Stephen P. Clark Center
111 N.W. 1st Street, 29th Floor
Miami, FL 33128

Re: WARN Notice

Dear WARN Act Coordinator:

This letter is to notify you that Courtyard Management Corp., doing business as Courtyard by Marriott Miami Airport (the "location"), located at 1201 NW Le Jeune Road, Miami, FL 33126 has instituted temporary furloughs, temporary layoffs, and/or temporary reductions in hours (collectively, "temporary actions") for 61 of the location's 85 employees.

These temporary actions began at the location on March 14, 2020, and were expected to last less than six months. The temporary actions were necessary due to the sudden and unprecedented economic effects of coronavirus/COVID-19 crisis ("COVID-19"), a natural disaster, including the World Health Organization's pandemic declaration, the President's declaration of a national emergency, the state and local shelter-in-place orders, and other related governmental announcements and actions, and their impact on business operations. Based on public health guidance and business forecasts available at the time, it was initially expected that these temporary actions would last significantly less than six months and that the location would return to normal business levels.

These government COVID-19 directives, however, have repeatedly been expanded and extended and have forced people to remain in place, restricting business, large gatherings, and travel in general. These expanded and extended government directives have caused a sudden, severe and worsening downturn in the hospitality industry that now makes it reasonably foreseeable that these temporary actions may extend beyond six months.

This notice is provided at the earliest possible time based on the information available. If business conditions change, which will impact these temporary actions, employees will be promptly notified of any change.

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Enclosed is a list of the job titles of all affected employees and the number of employees in each job title. Affected employees do not have bumping rights (that is, the right to claim another job at the company), and no union represents affected employees. Each affected employee has been notified of the specific temporary action applicable to them.

This notice is given pursuant to the Worker Adjustment and Retraining Notification ("WARN") Act, 29 U.S.C. § 2101, *et seq.*, and any comparable state law, to the extent that such laws apply.

For further information, please contact me at (305) 644-5488.

Sincerely,



Robert M. Tate
Market Director of Human Resources

Enclosure

Courtyard Miami Airport**1201 NW Le Jeune Rd., Miami, FL 33126**

Job Title	# of Affected Employees
ASSISTANT GENERAL MANAGER-A	1
BARTENDER	2
CHEF NE	1
COOK	1
DINING ROOM ATTENDANT/UTILITY	1
DIR-SERVICES	1
DISHWASHER	3
FRONT OFFICE MANAGER	1
GENERAL MANAGER-DUAL-MSB	1
GUEST ENVIRONMENT EXPERT	12
HOUSEKEEPER	8
HOUSEKEEPER-GENERALCLEAN/PM	1
HOUSEKEEPING AIDE	5
HOUSEKEEPING AIDE-PM	1
HOUSEKEEPING SUPERVISOR	1
INSPECTOR-ROOMS	1
KITCHEN SUPERVISOR	1
MGR-MSB MARKET HR NE	1
NIGHT AUDITOR	2
ROOMS CONTROLLER	1
SERVER	8
SPECIALIST-GUEST EXPERIENCE	7
Grand Total	61