



CRESTLINE
HOTELS & RESORTS

October 12, 2020

VIA FEDERAL EXPRESS

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

Hon. Buddy Dyer, Mayor
Orlando City Hall
400 South Orange Avenue
Orlando, Florida 32801
Orange County, FL

Hon. Jerry L. Demings, Mayor
Orange Beach County Board of County Commissioners
201 S. Rosalind Avenue, 5th floor
Orlando, Florida 32801

To whom it may concern:

In our letters of April 1, 2020 and July 13, 2020, attached for reference, we informed you that as a result of the unforeseeable and immediate dramatic downturn in business and occupancy directly caused by the COVID-19 pandemic, there would be a mass layoff at the **Embassy Suites by Hilton Orlando International Drive** hotel located at 8250 Jamaican Court, Orlando, Florida 32819 ("Hotel"). Further, we advised you that while we hoped the COVID-19 pandemic would end rapidly, that current health and economic conditions would change, and that we would be able to recall these employees as soon as possible, we didn't know how long the COVID-19 situation would last or its future effects upon the Hotel, and accordingly, we could not say if and when these employees would be recalled.

We have prepared this letter to update our July 13th letter to you, and to inform you that, unfortunately, we have determined that our business and occupancy levels are not projected to return to a sustainable level for the foreseeable future and the length and severity of the effects of the COVID-19 pandemic on our business will be greater than previously anticipated. As a result, we have had to reassess our initial understanding of the circumstances facing the Hotel. Specifically, in our April 1st letter, we advised that approximately 84 employees were being laid

off at that time. Subsequently, in our July 13th letter, we advised that 41 of those employees were being terminated while 28 remained on layoff. Regrettably, effective November 17, 2020, the Hotel will be terminating the employment of 20 of the remaining employees who were previously laid-off.

Attached hereto is the currently anticipated schedule of employment terminations since our July 13th letter, including a list of the job titles to be affected. No bumping rights exist for the employees, as no employees are represented by a union. We were unable to provide this notice to you earlier because the length and severity of the impact of the COVID-19 natural disaster and calamity, as well as the changing business circumstances resulting from the dramatic downturn in hotel guests and patrons, was unforeseeable and outside of our control.

If you have any questions, or if we can provide any additional information, please do not hesitate to contact:

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Very truly yours,
CRESTLINE HOTELS & RESORTS

By



Lana Burke

General Manager

Embassy Suites by Hilton Orlando International Drive

ATTACHMENT 1
Crestline Hotels & Resorts

As explained in the accompanying letter, this attachment includes the schedule of employment terminations since our July 13th letter, including a list of the job titles to be affected.

Employee Terminations to Occur on 11/17/2020

Hotel Name: Embassy Suites by Hilton Orlando International Drive

| Employee Terminations: | No. of Employees Impacted by Position: |
|-------------------------------|---|
| Accounting Manager | 1 |
| Banquet Server | 2 |
| Director of F&B | 1 |
| Director of Housekeeping | 1 |
| DRA - Venue | 5 |
| Front Desk Clerk | 1 |
| Laundry Attendant | 1 |
| Rest #1 DRA | 2 |
| Sales Admin | 2 |
| Sales Manager 1 | 2 |
| Server – Venue | 1 |
| Utility | 1 |