

May 15, 2020

**Via U.S. Mail**

Mr. Steve Gustafson  
State Trade and Rapid Response Coordinator  
REACT Program  
MSC 229  
107 E. Madison Street  
Tallahassee FL 32399-4137

Re: Reduction in Force of employees of Hotelbeds

Dear Mr. Gustafson,

Pursuant to the Worker Adjustment and Retraining Notification (WARN) Act, I am writing to inform you that Hotelbeds will be implementing a reduction in force at its site located at 5422 Carrier Drive, Suite 201, Orlando, FL 32819 on **July 15, 2020**.

The employment terminations are expected to be permanent. Approximately one (1) employee at Hotelbeds' Orlando site will be affected as a result. Enclosed is a listing of the job titles of the positions to be affected and the number of affected employees in each job classification.

No bumping rights will exist. The affected employees at this facility are not represented by a union.

You may contact April Schepman at [april.schepman@hotelbeds.com](mailto:april.schepman@hotelbeds.com) for additional information.

Sincerely,



April Schepman  
HR Advisor  
Hotelbeds USA, Inc.

Enclosure

Job Titles and number of employees affected in each classification:

- Human Resources Manager: 1