

June 30, 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 **August 31, 2020**.

The employment terminations are expected to be permanent. Approximately twenty-eight (28) employees 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:

- Area Marketing Manager: 1
- Contracting Manager: 2
- Corporate Travel Officer: 1
- Customer Service & Liaison Team Leader: 1
- Global GFS Process Lead: 1
- IT Technician: 1
- Key Account Manager: 2
- Loading Agent: 1
- Navigator: 1
- Operations Support Agent: 1
- OSC Agent: 1
- OSC Team Leader: 1
- Regional Financial Control Manager: 1
- RTR Executive: 3
- Sales Executive: 1
- Specialized Product Agent: 2
- SRC Agent: 3
- Strategic Account Manager: 1
- System Administrator: 1
- Tax Lead: 1
- Technical Sales Support Executive: 1