

**Kristin Whitley**  
Area Director of Human Resources,  
Americas Shared Services

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June 17, 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  
[warnnotices@deo.myflorida.com](mailto:warnnotices@deo.myflorida.com)

Francis Suarez  
Mayor, City of Miami  
Miami Riverside Center (MRC)  
444 SW 2nd Ave  
Miami, FL 33130  
[fsuarez@miamigov.com](mailto:fsuarez@miamigov.com)

Re: Marriott International Shared Services – WARN Notice

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Dear Mayor Suarez and Mr. Gustafson:

We write to notify you that Marriott International Shared Services has implemented furloughs/temporary layoffs or schedule reductions for approximately 103 employees who work out of the company's location at 1000 NW 57th Court, Miami, Florida 33126.

These temporary actions began at the location on April 4, 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 company 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.

I have enclosed a list of the job titles of 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 Marriott).

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This notice is given the federal Worker Adjustment and Retraining Notification ("WARN") Act, 29 U.S.C. § 2101, *et seq.*, to the extent these laws apply.

Should you have any questions, please contact me at +1.415.883.3840.

Sincerely,

*Kristin Whitley*

Kristin Whitley

Area Director of Human Resources – Americas Shared Services

**Marriott International Shared Services**

<b>Job Title</b>	<b># of Affected Employees</b>
Administrative Asst -Sr. Sales	2
Administrative Asst-Sales	27
AreaMgr-IT (Level 1)	3
Business Devel Researcher	1
Coordinator-Revenue	1
Dir Sales 2-Group & Catering	8
Dir-Hotel Technology	3
Dir-Hotel Technology & Revenue	1
Dir-Sales 1-Group & Catering	1
eLead Catcher	5
General Sales Mgr-Sales Office	1
Group & Catering Sales Leader	6
IT Technician	2
Leader-Revenue Mgmt Ops	1
Market IT Mgr (Level 2) (NE)	10
Mgr-Market IT (Level 1) (NE)	10
Sales Coordinator	4
Sales Manager 1-Segment Team	6
Sales Manager-Segment Team	6
Sales Office Specialist	2
SrMgr-Market IT	3
<b>Total</b>	<b>103</b>