



May 29, 2020

VIA EMAIL - WARNnotices@deo.myflorida.com

State Trade and Rapid Response Coordinator
REACT Program
MSC 229
107 E. Madison Street
Tallahassee, FL 32399-4137
attn.: Steven Gustafson

Re: Notice of Mass Layoff Under the Worker Adjustment and Retraining Notification (WARN) Act

Dear Mr. Gustafson:

ProVest, LLC (the "Company") has decided to permanently lay off 86 employees working at 4520 Seedling Circle, Tampa, FL 33614 (the "Facility"). This letter will serve as notice of this mass layoff in accordance with the federal Worker Adjustment and Retraining Notification (WARN) Act (the "Act"). The mass layoff is due to unforeseen business circumstances resulting from sudden, dramatic, and unexpected circumstances caused by the COVID-19 pandemic, which was outside of the Company's control.

In accordance with the Act, this letter will provide you notice that the name and address of the employment site where the mass layoff is occurring is ProVest LLC located at 4520 Seedling Circle, Tampa, FL 33614. For further information, you may contact Robert Wilkins, Chief Compliance Officer & In-House Counsel, whose telephone number is (205) 296-7745

The mass layoff of the 86 employees is expected to be permanent.

The separation occurred between March 25 2020 and May 1, 2020.

The following is a list of job titles and the number of individuals who will be affected by the mass layoff.

Job Title	
Accounts Receivable Clerk	1
Administrative Assistant	1
Auditor	1
Awaiting Returns Clerk	1
Benefits Administrator	1


Job Title	
Case Numbering Clerk	1
Contract Management	1
Contractor Relations Payment Specialist	1
Contractor Support Specialist	1
Controller	1
Customer Service Rep	1
Data Entry Clerk	1
Efiling Clerk	1
Field Services Manager	1
Licensed Skip Trace Investigator	3
Mail Clerk	2
Mail Room Clerk	1
Manager, Service Management	1
Operations Support	5
Performance Specialist	1
Point of Contact Clerk	3
Process Clerk	19
Process Clerk - Out of State	1
Proof Close & Bill Clerk	1
Quality Assurance Clerk	1
Receptionist	1
Re-Route Clerk	5
Scan & Index	1
Senior Service Coordinator	1
Server Liaison	2
Skip Trace Investigator	21
Status Clerk	2
Status Specialist	1

There will not be bumping rights for the affected employees, that is, employees will not be able to displace more junior employees out of their job positions as a result of this mass layoff.

No affected employee is represented by any labor organization.

If there are changes to the Company's plans or the timing of job losses, we will notify you as soon as possible.

Sincerely,



Robert Wilkins
Chief Compliance Officer & In-House Counsel
Provest LLC