



March 23, 2020

Workforce Transition Unit
Michigan Department of Career Development Workforce Programs
Victor Office Center
5th Floor 201 North Washington Square
Lansing, Michigan 48913

Re: Notification of Layoff Pursuant to Worker Adjustment & Retraining Notification Act of 1998 ("WARN")

To Workforce Transition Unit for State of Michigan:

Monday's announcement by the State of Michigan's Governor, Gretchen Whitmer instituting a stay at home order for all people and non-essential businesses requires Thetford Corporation layoff a substantial portion of our workforce. In order to be compliant with Governor Whitmer's order which starts at 12:01AM, March 24, 2020 to 11:59PM on April 13, 2020, we laid off 60 employees between our two Michigan locations, addresses listed below. The majority of the 60 employees were manufacturing operations employees.

- 800 Baker Rd, Dexter, MI 48130
- 7101 Jackson Rd, Ann Arbor, MI 48103

Given the timing of the government mandated shutdown announcement, we were unable to give the 60 day notice period that WARN requires. At the end of this government mandated shut down, we anticipate recalling the majority of the impacted workforce back. Bumping rights do not exist as part of this layoff process.

This notice is being given to you on March 23, 2020, pursuant to the Worker Adjustment & Retraining Notification Act of 1988.

Should you have any questions, please contact me at 734-769-0721.

Best regards,

A handwritten signature in black ink that reads "Alissa Reyes". The signature is written in a cursive, flowing style.

Alissa J. Reyes
HR Vice President
Thetford Corporation