



VSI Holdings, Inc.  
 41000 Woodward Avenue  
 Bloomfield Hills, Michigan 48304-2263 USA  
 Telephone: 248.644.0500  
 Fax 248.646.0888  
 www.vsiholdings.com

April 17, 2002

Mr. James Houck  
 Director  
 Michigan Department of Career Development  
 201 N. Washington Ave.  
 Victor Office Center, 5th Floor  
 Lansing, MI 48913

RECEIVED  
 MDCD-OWD

APR 22 2002

WORKFORCE TRANSITION

Re: *Visual Services, Inc. & Vispac, Inc.*  
**Subject: Closing of the Bloomfield Hills & Livonia Facilities**  
 (COR:24655)

Dear Mr. Houck:

This is to notify you that Visual Services, Inc. and Vispac, Inc. will commence the permanent closure of its entire Bloomfield Hills Office located at 41000 Woodward Avenue, Bloomfield Hills, MI 48304 and its entire Livonia facilities located at 34000 Plymouth Rd and 35000 Industrial Rd., Livonia, MI 48150, beginning on April 16, 2002. This closure is the result of the actions of our primary lender abruptly announcing on April 15, 2002 that it was terminating its line of credit and refusing to extend any further funds. Negotiations over the last several weeks proved to be unsuccessful in continuing the line of credit, thereby requiring the closure of our operations and liquidation of the business.

Because of the abrupt actions of our primary lender, the first group of separations as a result of the closing of our operations will begin immediately on April 16, 2002, or within 14 days thereafter. It is anticipated that the first group will consist of approximately 224 positions. During the next 60 days, we will be in the process of winding up remaining business or transitioning the business to other companies at the direction of our clients. This transition could take anywhere from two weeks up to 60 days, depending on the wishes of our clients. While there will be approximately 300 employees remaining at the Bloomfield Hills facility after the 16<sup>th</sup> and approximately 80 at the Livonia facilities, we cannot say at this point exactly when the remaining employees will be separated since much depends on the desire of our clients. As soon as we receive more information, we will notify our employees of their anticipated dates for separation with as much notice as possible.



Marketing Services  
 Visual Services, Inc.  
 PSG International Inc.  
 Organizational Development & Training  
 Advanced Learning Technologies

E-Commerce  
 CRM  
 Customer Connect Center  
 Vispac/Distribution

Entertainment  
 Advanced Animations  
 Advanced Exhibits  
 eCity Studios  
 Venture Capital Group

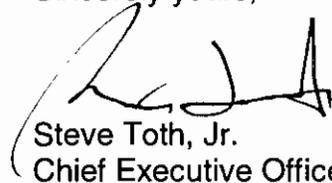
**Visual Services, Inc.**

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This layoff and closure will affect all positions, both hourly and salary. Enclosed is a list of job titles of the positions at the Bloomfield Hills facility affected by the closing of our operations and the number of affected employees in each job classification. There are no bumping rights for our employees and the position eliminations are permanent. We are hopeful that we will be able to place a number of the remaining employees with the new employers to whom the work is transitioned.

If you need further information, please contact me at the address listed above or by phone at (248) 644-0500.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Steve Toth, Jr.", with a stylized flourish at the end.

Steve Toth, Jr.  
Chief Executive Officer

Enclosure

## EMPLOYEES SEPARATED FROM VISPAC ON 4-16-02

ACCOUNT EXECUTIVE	4
ADMIN SPEC-HR P/T	1
ADMINISTRATIVE SUPERVISOR	2
CLERICAL	6
DATA ENTRY OPER-SR LVL	1
DRIVER-HR F/T	1
EQUIPMENT MAINTENANCE MANAGER	1
PLANT MANAGER	2
PLANT SPEC-HR F/T	35
PRINT SHOP SPEC-HR F/T	2
PROGRAMMER	4
QUALITY MANAGER	1
SHIPPING & REC-HR F/T	1
SUPERVISOR	1
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## EMPLOYEES SEPARATED FROM VISUAL SERVICES ON 4-16-02

ACCOUNT EXECUTIVE	6
ACCOUNT SUPERVISOR	5
ACCOUNTANT	1
ACCOUNTING CLERK	2
ACCOUNTS PAYABLE CLERK	1
ADMIN SPECIALIST	9
ADMINISTRATIVE ASST	8
ART DIRECTOR	8
ART PRODUCTION ARTIST	5
ASSOC CREATIVE DIRECTOR	2
ASSOCIATE PRODUCER	2
BUDGET ANALYST	5
BUSINESS ANALYST	1
BUYER/PRODUCTION SPEC	4
CLERICAL	3
COMPUTER OPERATOR	3
CREATIVE DIRECTOR	2
CSS PROGRAM SUPERVISOR	1
CSS SUPERVISOR	2
DEMONSTRATOR-CONTRACT	4
DESIGNER	3
DRIVER	1
EXEC VICE PRESIDENT	1
FACILITATOR-CONTRACT	4
FINANCIAL COORDINATOR	1
I/S PROJECT MANAGER	1
INDUSTRIAL DESIGNER	2
MANAGER	1
OPERATIONS MANAGER	1
PC TECHNICIAN	2
PRINT PRODUCER	1
PROD ASST-CONTRACT HRLY	1
PRODUCER	12
PRODUCTION SUPERVISOR	1
PROGRAM COORDINATOR	2
PROGRAM MANAGER	8
PROJECT MANAGER - PT HRLY	1
PROOFREADER	1
RECEPTIONIST-HRLY P/T	1
RESEARCH SPEC-SR LVL	1
SHIPPING & REC	1
SUPERVISOR	4
SYSTEM ANALYST-PT	1
TECH DIRECTOR-CONTRACT	1
TECHNICAL DIRECTOR	2
TELESERVICE SPEC-HR F/T	15
TRAFFIC ANALYST MANAGER	1
TRAINING SPEC-CONTRACT	1
TRAINING SPECIALIST	5
TRAVEL PROG COORD	1
TRAVEL SPECIALIST	1
WEB PROGRAMMER	1

**EMPLOYEES SEPARATED FROM VISUAL SERVICES ON 4-16-02**

WRITER

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