

# Whatman®

September 15, 2003

Whatman Inc.

401 West Morgan Road  
Ann Arbor, MI 48108-9109  
Telephone: 734-665-3300  
800-343-5853  
Fax: 734-665-3516

**Via Overnight Delivery**

Mr. James Houck, Director  
Workforce Transition Unit  
Michigan Department of Career Development  
Workforce Programs  
Victor Office Center - 5th Floor  
201 North Washington Square  
Lansing, MI 48913

Dear Sir:

The purpose of this letter is to inform you that Whatman, Inc. ("the Company") will be permanently closing its facility, in its entirety, which is located at 401 W. Morgan Road, Ann Arbor, Michigan 48108.

We anticipate that approximately 62 individuals at the facility will be separated from employment as a result of this closing. We expect that the first separation date will occur during the 14-day period of 15 November 2003 through 29 November 2003, and the remaining employees will be separated from employment thereafter.

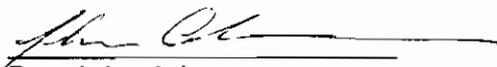
The Company will maintain, onsite, information regarding the anticipated schedule of terminations, the job titles of the positions that will be affected, as well as the number of affected employees in each job title. Bumping rights do not exist at our facility, and the employees are not represented by a union.

If you would like further information, please contact:

Dawn W. Milz  
HR Administrator  
Whatman, Inc.  
401 W. Morgan Road  
Ann Arbor MI 48108-9109  
734-665-3300 ext. 126

Sincerely yours,

Whatman, Inc.

  
By: John Adams  
Manufacturing Manager

*Employees notified  
9/16/2003*

ISO 9001/EN 46001  
Certified



FM 38826