



August 19, 2020

Via U.S. Mail, E-Mail

Lisa Marshall
Missouri Department of Higher Education & Workforce Development
P.O. Box 1087
Jefferson City, MO 65102

Bob Brasses
625 New Smizer Mill Road
Fenton, MO 63026
E-mail: mayorbrasses@fentonmo.org

Dr. Sam Page, St. Louis County Executive
41 South Central Avenue
Clayton, MO 63105
E-mail: spage@stlouisco.com

Re: Announcement of Action – Furloughs (Temporary Layoff)

Dear Ms. Marshall, Mayor Brasses, and Dr. Page:

As a result of a series of unforeseen local governmental shutdown orders and federal and CDC guidance recommending social distancing and decreased travel surrounding the coronavirus natural disaster, and as a result of a change in working conditions caused by the unforeseeable extension of such governmental orders and guidance related to the COVID-19 pandemic and natural disaster, Maritz, whose business relies on large group events and travel, experienced a dramatic downturn in business. Maritz did not believe there was a reasonable possibility the downturn would last more than six months. However, in light of the recent extension of applicable governmental shutdown orders, intervening and extended federal and CDC guidance recommending social distancing and decreased travel, and additional data and analysis revealing the resulting impact of the COVID-19 crisis on Maritz's financial condition, and despite Maritz's attempts to explore options to comply with government standards and guidance and to implement alternative procedures, Maritz has just recently realized that additional action is necessary and that additional furloughs are required.

Maritz was unable to provide more notice of this action because these circumstances were not reasonably foreseeable until very recently when the full impact of COVID-19 on Maritz's business became more clear, as set out in detail above. We are providing as much

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notice as is practicable under the circumstances and given the rapid pace at which this situation has developed.

Given these unforeseeable circumstances, we are writing to inform you that a mass layoff will occur at Maritz Fenton office, located at 1375 North Highway Drive, Fenton, MO 63099. This furlough (temporary layoff) is expected to be temporary, but if current conditions persist or worsen, which Maritz has no way of predicting, there is a possibility that the temporary layoff will become permanent. The first temporary layoff is expected to occur on August 21.

It is anticipated that 49 employees will be affected. All affected employees have been or will be notified of their separation dates and that their separation from employment is expected to be temporary. A listing of job titles impacted is maintained onsite by Maritz.

The affected employees are not represented by a union. There will not be any bumping rights for 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.

This notice is intended to comply with the Company's notice obligations, if any, under the federal Worker Adjustment and Retraining and Notification Act ("WARN Act"), 29 U.S.C. §§ 2101-2109. The giving of this notice, however, shall not constitute an acknowledgement by the Company of any obligations under the WARN Act in the event the effects of the layoff are such that the WARN Act requirements do not apply.



August 12, 2020

Via U.S. Mail, E-Mail

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Re: Announcement of Action

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As a result of a series of unforeseen local governmental shutdown orders and federal and CDC guidance recommending social distancing and decreased travel surrounding the coronavirus natural disaster, and as a result of a change in working conditions caused by the unforeseeable extension of such governmental orders and guidance related to the COVID-19 pandemic and natural disaster, Maritz, whose business relies on large group events and travel, experienced a dramatic downturn in business. Maritz did not believe there was a reasonable possibility the downturn would last more than six months. However, in light of the recent extension of applicable governmental shutdown orders, intervening and extended federal and CDC guidance recommending social distancing and decreased travel, and additional data and analysis revealing the resulting impact of the COVID-19 crisis on Maritz's financial condition, and despite Maritz's attempts to explore options to comply with government standards and guidance and to implement alternative procedures, Maritz has just recently realized that additional action is necessary. Such action includes permanent terminations of employees who had previously been placed on what Maritz reasonably believed at the time would be a temporary layoff.

Maritz was unable to provide more notice of this action because these circumstances were not reasonably foreseeable until very recently when the full impact of COVID-19 on Maritz's business became more clear, as set out in detail above. We are providing as much

notice as is practicable under the circumstances and given the rapid pace at which this situation has developed.

Given these unforeseeable circumstances, we are writing to inform you that a mass layoff will occur at Maritz Fenton office, located at 1375 North Highway Drive, Fenton, MO 63099. This mass layoff is expected to be permanent. The layoffs will occur in waves, with the furlough and permanent separation dates as follows:

Date of Furlough/Temporary Layoff	Date of Permanent Termination	Number of Employees Affected
4/16/2020	10/16/2020	268
4/25/2020	10/25/2020	2
4/27/2020	10/27/2020	13
5/1/2020	11/1/2020	41
5/16/2020	11/16/2020	29
5/30/2020	11/30/2020	2
6/1/2020	12/1/2020	60
6/20/2020	12/20/2020	18
7/1/2020	1/1/2021	1
7/11/2020	1/11/2020	10
8/1/2020	2/1/2021	29

It is anticipated that 475 employees will be affected. All affected employees have been or will be notified of their separation dates and that their separation from employment is expected to be permanent. A listing of job titles impacted is maintained onsite by Maritz.

The affected employees are not represented by a union. There will not be any bumping rights for 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.

This notice is intended to comply with the Company’s notice obligations, if any, under the federal Worker Adjustment and Retraining and Notification Act (“WARN Act”), 29 U.S.C. §§ 2101-2109. The giving of this notice, however, shall not constitute an acknowledgement by the Company of any obligations under the WARN Act in the event the effects of the layoff are such that the WARN Act requirements do not apply.