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March 24, 2020

**VIA E-MAIL ([RAPDRESP@JFS.OHIO.GOV](mailto:RAPDRESP@JFS.OHIO.GOV))**

Breeyn Handberg  
Rapid Response Program Manager  
Ohio Department of Job and Family Services  
Office of Workforce Development  
4020 East Fifth Avenue  
Columbus, Ohio 43219

Re: *Ricart Automotive Personnel, Inc.  
Mass Layoff  
WARN Act Notice*

Dear Ms. Handberg:

I am writing on behalf of Ricart Automotive Personnel, Inc. ("Ricart"). This letter is being issued in accordance with the Worker Adjustment & Retraining Notification Act in order to notify you that Ricart will be will be laying off employees due to the unforeseeable COVID-19 coronavirus pandemic announced by the World Health Organization on March 12, 2020. These layoffs will begin effective today, March 24, 2020. Ricart hereby provides you notice of the facts of this layoff.

1. The termination covers Ricart's employees located at its various automobile dealerships located in and around the Columbus, Ohio area.
2. Terminations will take place beginning March 24, 2020, and are permanent, although laid off employees may apply for any open and available positions when circumstances due to the COVID-19 coronavirus pandemic change. However, it is not currently known when this may occur or when the COVID-19 coronavirus pandemic will subside.
3. Approximately 93 employees shall be affected by this layoff. Approximately 28 employees will be furloughed. Additional layoffs and/or furloughs may occur in the future. A list of the affected positions is attached hereto as Exhibit A.
4. All affected employees have been notified of the layoff. This is a non-union facility and no bumping rights exist.

Please contact me or Julie Dyer, PHR-SHRM-CP, Director of Human Resources for

**Columbus**  
250 West Street  
Suite 400  
Columbus, OH 43215

(614) 221-1425 Tel  
(614) 221-1409 Fax

**Writer's Direct Dial:**  
(614) 453-7608

**Writer's E-mail:**  
mparker@fisherphillips.com

Received March 24, 2020 at 12:45pm

**Fisher & Phillips LLP**

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Ricart, at (614) 836-6454 or [juliedyer@ricart.com](mailto:juliedyer@ricart.com) with any questions and concerns you may have.

Sincerely,

A handwritten signature in black ink that reads "Mathew A. Parker". The signature is written in a cursive style with a large, stylized initial 'M'.

Mathew A. Parker  
For FISHER & PHILLIPS LLP

Location address:

4255 S. Hamilton Rd.  
P.O. Box 27130  
Columbus, OH 43227

**ATTACHMENT A**

**Layoffs**

<b><u>Job Title/Department</u></b>	<b><u>Number of Affected Employees</u></b>	<b><u>Date of Anticipated Layoff</u></b>
Sales	31	03/24/2020
Finance	3	03/24/2020
Clerical	5	03/24/2020
Lot Attendant	2	03/24/2020
Administrative	2	03/24/2020
Advisor	15	03/24/2020
Internet	2	03/24/2020
Technician	8	03/24/2020
Detail	5	03/24/2020
Car Wash	1	03/24/2020
Marketing	2	03/24/2020
Accounting	1	03/24/2020
Titles	1	03/24/2020
Housekeeping	2	03/24/2020
Maintenance	2	03/24/2020
Electrician	2	03/24/2020
Parts	1	03/24/2020
Fleet	4	03/24/2020
Appraiser	2	03/24/2020
Buyer	2	03/24/2020

**Furloughs**

<b><u>Job Title</u></b>	<b><u>Number of Affected Employees</u></b>	<b><u>Date of Anticipated Layoff</u></b>
Buyer	1	03/24/2020
Clerical	2	03/24/2020
Customer Experience	1	03/24/2020
Events	1	03/24/2020
Finance	1	03/24/2020
Internet	2	03/24/2020
Advisor	6	03/24/2020
Sales	11	03/24/2020
Fleet	2	03/24/2020
Other	1	03/24/2020