



June 26, 2020

To Whom it May Concern,

This notice is being provided pursuant to the Worker Adjustment and Retraining Notification Act of 1988 ("Act"). The Act requires employers to give official notice to certain governmental units or officials of a pending facility mass layoff. Spire Hospitality is in the early stages of re-staffing our property at Embassy Suites by Hilton Blue Ash, 4554 Lake Forest Drive, Blue Ash, OH 45252; however the hospitality industry was heavily impacted, and our recovery is not progressing as initially anticipated.

Based on unforeseen business circumstances, Spire Hospitality is providing you as much notice as is practical and this notice is being given to you pursuant to the Worker Adjustment and Retraining Notification Act of 1988. Spire Hospitality has previously notified this office of the decision to temporarily lay off employees on March 23, 2020, at our Embassy Suites by Hilton Blue Ash. Due to economic conditions created by COVID-19 pandemic our employees currently on temporary layoff will be converted to a permanent layoff effective July 1, 2020.

A list of the affected positions and the number of employees in each position is attached. Affected employees do not have bumping rights. There are no affected employees that are represented by a union.

We initially provided unemployment insurance information to our former employees and will continue to offer support in that process.

Should you have any questions, please contact Barbara Doucet, VP of Human Resources, at 469-788-8710 or [bdoucet@spirehotels.com](mailto:bdoucet@spirehotels.com).

Sincerely,

SPIRE HOSPITALITY



**SPIRE**  
HOSPITALITY

### Affected Positions by Head Count

<b>Blue Ash</b>	<b>79</b>
Banquet Manager	1
Banquet Server	16
Banquet Setup	3
Banquet Supervisor	2
Bartender	4
Bellman	1
Catering Sales	1
Comp Bar Bartender	3
Comp Breakfast Cook	1
Comp Breakfast Houseperson	5
Cook	6
Front Desk	10
Front Desk Supervisor	1
Front Office Manager	1
Housekeeper	6
Houseman	3
Laundry	1
Maintenance	4
Night Audit	2
Sales	3
Secretarial-Sales	1
Server	4