

JANUARY 9, 2014

Dear Department of Workforce Development:

The purpose of this email is to advise you that Comlux furloughed approximately 79 employees on Friday, 1/3/2014, as a result of a work slowdown. It was our intent to bring them back after 2 weeks; however, it is more probable than not that this furlough will turn into a permanent layoff after the two week period. Please advise what else, if anything you need from me concerning this layoff. Thank you.

Kind Regards,

Jess Gibson



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**THE COMPLETE LUXURY AVIATION SERVICE**

JANUARY 10, 2014

Dear Department of Workforce Development:

Attached please find the final list of the persons that are being laid off permanently effective 1/17/2013. Please note that there is another tab in the same sheet entitled "furlough." These persons are receiving letters communicating that their furlough is being extended furlough through the end of the month. In the event we do not sign another aircraft or receive additional funding during this timeframe, many of them, if not all, will be laid off permanently as well. Should that occur, I will let you know at that time but I just thought I would give you a heads up. Please let me know if you need anything additional. Thank you for your assistance.



Jess Gibson  
Director of Human Resources  
Comlux America, LLC

