

Letter to the State of Indiana

Indiana Department of Workforce Development
Workforce Transition Unit, SE308
10 North Senate Avenue
Indianapolis, IN 46204-2277

March 16, 2022

To Whom It May Concern:

In compliance with the Worker Adjustment and Retraining Notification (WARN) Act of 1988, this letter serves to notify you that Little Raymond's Print Shop, located at 2900 Shadeland Avenue, Suite B1, Indianapolis, IN 46219 will be eliminating positions due to unforeseen business circumstances. The closure will affect 114 employees, with terminations scheduled to take place on Friday, March 18, 2022.

The list of affected employees and their respective job titles is enclosed. All affected employees have been notified of their separation date from Little Raymond's Print Shop, which will be permanent in nature. There will not be any bumping rights for the affected employees. Further, there is no union representation for the affected employees.

For more information, please contact:
2900 Shadeland Avenue, Suite B1
Indianapolis, IN 46219
valerie.thompson@scalablepress.com

Sincerely,
Valerie Thompson
Director of Operations
Little Raymond's Print Shop