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April 6, 2020

RE: Company layoff due to COVID-19

To State's Dislocated Worker Unit:

Chapter 2, Inc. has been forced to do a temporary layoff of 26 individuals resulting in our customers shutting down due to the COVID-19 pandemic. The layoffs began April 3, 2020 and again on April 6, 2020. At this point in time, the layoff is temporary but we have been unable to provide a return date to those effected as it depends on our customer base reopening.

If you have any questions, please feel free to contact me at 920-648-8125 or andrea.lembitz@chap2.com

Sincerely

Andrea Lembitz
HR Manager
Chapter 2, Inc.