

September 5\_, 2023

Wisconsin Department of Workforce Development  
Dislocated Worker Unit  
P.O. Box 7972  
Madison, WI 53707  
Email: [WIOATitle1@dwd.wisconsin.gov](mailto:WIOATitle1@dwd.wisconsin.gov)

Re: Layoffs for LERETA, LLC

Dear Members of the Dislocated Work Unit:

LERETA, LLC ("LERETA" will be laying off employees, both in-office and semi-remote who report to their facility located at 1325 S. Main Street, Fond du Lac, WI 54935. Currently, LERETA anticipates that more than twenty-five percent (25%) of the semi-remote employees and employees who report to the facility above will be laid off by November 5<sup>th</sup>, 2023, and will provide updates as additional layoffs are determined. These will be permanent layoffs beginning on November 4<sup>th</sup>, 2023, and will continue in phases, ending on November 5<sup>th</sup>, 2023.

The purpose of this letter is to provide notice under the federal Worker Adjustment and Retraining Notification ("WARN") Act as well as the Wisconsin Business Closing and Mass Layoff Law.

Please note the following specifics:

1. Company name: LERETA, LLC
2. Address: 1325 S. Main Street, Fond du Lac, WI 54935
3. Company representative: Brian Blake, Director of Human Resources
  - a. Email: [Bblake@lereta.com](mailto:Bblake@lereta.com)
  - b. Telephone: 626-667-1468
4. Effective date: November 4<sup>th</sup>, 2023 through November 5<sup>th</sup>, 2023
5. Total Number of Employees who will be impacted: currently 28  
Employees being permanently laid off are both exempt and non-exempt. Attached is a list of job titles, the number of employees in each job title and the anticipated permanent layoff dates.
6. There is no union representative.
7. There are no bumping rights.

LERETA will ensure that employees will be paid all earned wages and agreed upon benefits at the time of their termination.

Any questions regarding any of the above should be directed to Brian Blake at the contact information provided above.

Sincerely,

DocuSigned by:

  
Brian Blake

HR Director