



PREMIER | BEST WESTERN.

Waterfront Hotel and Convention Center

1N. Main Street  
Oshkosh, WI 54901  
Office (920) 230-6293  
Fax (877) 310-5851

November 3, 2023

Dear State of Wisconsin Dislocated Worker Unit,

We are providing this letter as a formal notice of the upcoming shut down of Best Western Premier Waterfront Hotel located at 1 N Main St, Oshkosh, WI 54901. This shutdown will affect approximately 33 employees. The employment site will be shut down temporarily due to renovations scheduled to occur approximately at the end of January 2024 until the end of March 2024. Our best estimate for the renovation time period is two to three months.

If you have any questions or need additional information, please reach out to me.

Sincerely,

A handwritten signature in black ink that reads 'Janay Jarrett'.

Janay Jarrett  
LBMC Employment Partners  
Phone: 423-755-0773  
Email: [janay.jarrett@lbmc.com](mailto:janay.jarrett@lbmc.com)



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