



January 6, 2025

VIA EMAIL (WIOATitleI@dwd.wisconsin.gov)  
Secretary Amy Pechacek  
The Wisconsin Department of Workforce Development  
PO BOX 7972  
Madison, WI 53707

Re: Equiniti Trust Company, LLC Permanent Layoff - Amendment  
11200 West Parkland Avenue, Milwaukee, WI 55120

Dear Secretary Pechacek:

I am writing on behalf of Equiniti Trust Company, LLC (the “Company” or “EQ”) to update you on a previous permanent layoff. On September 17, 2024, the Company provided the agency with notice of a permanent layoff of part of our Customer Care Center staff across multiple U.S. work locations to be laid off on December 16, 2024, including certain employees at our Milwaukee location.

The Company is implementing a permanent layoff of one additional hourly employee on March 12, 2025 who works at our physical location at 11200 West Parkland Avenue, Milwaukee, WI 53224 (the “Milwaukee Location”). The impacted employee reports up through Customer Care Center management, which is located at 1110 Centre Point Curve, Suite 101, Mendota Heights, MN 55120 (the “Mendota Heights Location”). There are no bumping rights in connection with the employee’s employment or separation from employment.

With our September 17 correspondence, a list of all job titles and number of employees affected within each job title for the December 16, 2024 layoff was attached as Exhibit A. A copy of this Exhibit is provided below. The single employee being impacted on March 12, 2025 is in the job title of Securities Services Specialist and is the only impacted employee with that title.

The Company will ensure that the employee will be paid all earned wages and agreed upon benefits as of the Separation Date. This notice is being provided voluntarily under the federal Worker Adjustment and Retraining Notification Act (the “WARN Act”) and/or the Wisconsin’s Business Closing and Mass Layoff (WBCML) law (the “Wisconsin WARN Law”). By providing this information, the Company does not concede that either the WARN Act and/or any state WARN law applies or that notice is otherwise required. The Company is providing notice in an effort to be transparent with impacted employees.

By signing below, I am attesting to the truthfulness of the information contained in this notice.

If you have any questions or would like additional information concerning this matter, please contact me at 718-921-8507 or [Jeffrey.nelson@equiniti.com](mailto:Jeffrey.nelson@equiniti.com), or by mail at 48 Wall Street, New York, New York 10005.



Very truly yours,

Jeff Nelson  
Executive Vice President  
US Human Resources

Enclosures

**Exhibit A Dated September 17, 2024 (Previously Provided)– List of Customer Care Center job titles affected by layoff on December 16, 2024 and number in each job title**

Job Titles	Count by Title
Customer Care Specialist	15
Supervisor 1 Customer Care	3
Quality Assurance Associate	3
Customer Care Lead	2
Senior Operations Analyst	1
Shareowner Services Support Specialist	1
Customer Care Planning Associate	1
CSR II	1
Operations Analyst Lead	1
<b>Grand Total</b>	<b>28</b>

**Additional Employee Layoff – March 12, 2025**

Job Titles	Count by Title
Securities Services Specialist	1
<b>Grand Total</b>	<b>1</b>