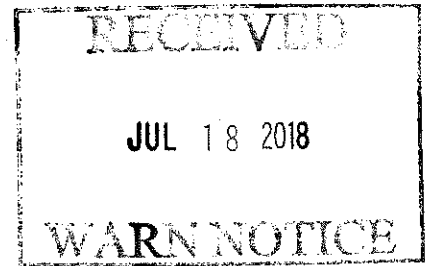


First  **Vehicle Services**



DATE: July 18, 2018

TO: Indiana Department of Workforce Development
Dislocated Worker Unit

FROM: Nita Mauer
Region Human Resources Manager, First Vehicle Services

SUBJECT: Notice of Office Closing

On April 25, 2018, First Vehicle Services was notified by The City of Fort Wayne, Indiana, that we were unsuccessful with our bid to retain their business. Because of this decision, First Vehicle Services will terminate its services effective midnight on Friday, September 28, 2018. Layoffs will commence on September 28, 2018.

The employment site where the layoffs will occur is:

First Vehicle Services
1705 Lafayette Street
Fort Wayne, IN 46803

These layoffs are to be permanent. We expect the layoff process to be fully completed on Friday, September 28, 2018. All positions are affected by the layoff including:

- Clerk Office
- Clerk Parts
- Manager Operations
- Manager Parts
- Technician in Charge
- Technician I
- Technician II
- Technician III

This letter is intended to fulfill our obligation under the Worker Adjustment & Retraining Notification Act (WARN).

Please feel free to contact me at 513-684-8713 for further information.

Cc: Tom Henry, Mayor of Fort Wayne, IN