



March 23, 2020

Via E-Mail and Certified Mail

Indiana Department of Workforce Development
Dislocated Worker Unit
10 North Senate Avenue
Indianapolis, IN 46204
warn-notice@dwd.in.gov

RE: Closing of Image One, LLC

To Whom It May Concern:

In compliance with the federal Worker Adjustment and Retraining Notification Act ("WARN"), this is to notify you that Image One, LLC at 7795 N 200 W McCordsville, IN facility, will be experiencing a mass layoff due to a temporary layoff and/or reduction of hours for employees. The temporary layoff and/or reductions in hours has commenced on March 18th, 2020. Given current events, we do not know how long this situation will last and are sending this notice in an abundance of caution.

A list of the affected positions and the number of affected employees in those positions is attached. [Exhibit A]. We are giving less than sixty (60) days' notice of the mass layoff due to the unforeseen and unprecedented situation related to the impact of the novel coronavirus (COVID-19) and its impact on an industry resulting in a decline in orders, unavailable product and growing uncertainty regarding our customer base. The rapid impact of the disease on the nation's economy and our industry is dramatic, unexpected, and outside of Image One LLC's control.

For further questions and information, please contact Linda Eilmann, HR Director at Image One, LLC at linda.eilmann@aiinnovations.com

Sincerely,

A handwritten signature in blue ink, appearing to read 'Linda Eilmann', written over a light blue horizontal line.

Linda Eilmann
HR Director

EXHIBIT A

POSITION CLASSIFICATION or JOB TITLE	NUMBER OF AFFECTED EMPLOYEES
AUTO CAD Processor	20
ACCOUNT MANAGER	1
Accounts Payable	1
Accounts Receivable	1
Assemblyman	34
CNC Machinist	8
CNC MGR	2
Controller	1
Data Entry	1
Director of Continuous Improvement	1
Director of IT	1
Director of Logistics	1
Driver	1
Graphics Applicator	6

Graphic MGR	2
Human Resource Director	1
Inventory Control MGR	1
IT Technician	1
Machinist	4
MATERIAL HANDLER	1
Paint coordinator	1
Paint MGR	1
Paint Supervisor	1
Painter	8
Prepper	8
Print Operator	2
Process MGR	1
Project MGR	3
Purchasing Agent	1
QC inspector	2
RECEIVER	2
Sale Rep	4
Sales MGR	1

Shipping Assoc	6
Shipping Supervisor	1
Staff Account	1
Staging Coordinator	1
Trim Cap Specialist	1
Value stream MGR	4
Welders	10
Welder assistant	1