

Received: 3/18/2024 @ 10:00 am



605 Territorial Drive  
Bolingbrook, IL 60440

Heidi Quirion  
Program Administrator, Office of Workforce Development  
Ohio Department of Job & Family Services  
172 S. Broadway Street  
Akron, Ohio 44308

Via Email to : [jfs\\_rapdresp@jfs.ohio.gov](mailto:jfs_rapdresp@jfs.ohio.gov)

Re: WARN Act Notice, Amsive, LLC

Ms. Quirion,

I am writing on behalf of Amsive, LLC to give you notice that there will be a permanent reduction in force at the Miamisburg, Ohio location of Amsive located at 3303 West Tech Road, Miamisburg, Ohio 45342. Notification of these layoffs will occur on March 18, 2024, with the layoffs beginning on May 17, 2024. This reduction in force is expected to be permanent and will affect 60 employees of Amsive at this location.

This written notice is being provided at this time in accordance with the requirements of the federal Worker Adjustment and Retraining Notification Act (“WARN”), 29 U.S.C. §2101 et seq. All affected employees are being notified directly of the separation date and that their separation from employment will be permanent.

The positions affected and number of affected employees currently in those positions are as follows:

<b>Job Title</b>	<b>Number of Workers in Job Title</b>
Digital Print Shift Lead	3
Director, Production & Scheduling	1
Lettershop Handwork Associate	3
Lettershop Handwork Lead	1
Manager, Digital Print	1
Manager, Warehouse	1
Material Handler	1
Operator I	14
Operator II	6
Production Maintenance Technician	3

<b>Job Title</b>	<b>Number of Workers in Job Title</b>
Project Coordinator, Operations	1
Quality Control Auditor	2
Sr. Operator	10
Sr. Production Maintenance Tech	3
Sr. Specialist, Employee Experience	1
Sr. Warehouse Associate	2
Supervisor, Lettershop	2
Warehouse Associate	5

Bumping rights do not exist for these positions, and these employees are not represented by a union.

The information provided to you now represents the best information available to Amsive as of the date of this notice. Should further information become available to us that may represent the affected employees, or change the dates identified above, will notify you as soon as possible.

For further information you may contact me at 331-265-4615 or email at [nmitchell@amsive.com](mailto:nmitchell@amsive.com).

Sincerely yours,

Norma Mitchell  
Vice President, HR Business Partner & People Operations