

December 15, 2022

VIA Email

Received December 15, 2022 @ 3:24pm

Ohio Dislocated Worker Center  
Rapid Response Program Administrator  
Attn: Breeyn Handberg  
[fapdresp@jfs.ohio.gov](mailto:fapdresp@jfs.ohio.gov)

This letter is to inform you Toppan Merrill LLC ("Toppan Merrill") will be conducting employee separations at its **Grove City, Ohio** facility located at 3400 Southpark Place Suite H, Grove City, Ohio, in connection with the closure of the entire facility. This action is expected to be permanent. This letter shall serve as notice pursuant to the Worker Adjustment and Retraining Notification Act (the "WARN Act"), 29 USC Section 210` et seq.

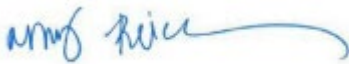
Enclosed is a listing of the number of affected employees and the job titles of the impacted positions in each job classification, as currently known to the company. The initial employment separations will commence on **February 17, 2023, continuing through March 3, 2023**. Additional rounds of separations are scheduled to occur on the following schedule:

- **March 17, 2023, to March 31, 2023**
- **April 14, 2023, to April 28, 2023**
- **May 19, 2023, to June 2, 2023**
- **June 16, 2023, to June 30, 2023**
- **July 14, 2023, to July 28, 2023**

There are no bumping rights that apply to the affected employees, nor is there union representative for such employees. The job titles and employees impacted in each group are summarized in Attachment A to this letter.

You may contact me at (612) 632-1464 for further information.

Regards,



**Amy Reichenbach**

Sr VP of Human Resources  
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Enclosure

|                                                            |           |
|------------------------------------------------------------|-----------|
| <b>February 17, 2023, continuing through March 3, 2023</b> | <b>12</b> |
| • Digital Press Operator, Assoc                            | 1         |
| • Fulfillment Specialist, Int                              | 3         |
| • Fulfillment Specialist, Sr                               | 3         |
| • Fulfillment, Lead                                        | 1         |
| • Inventory Control Coordinator, Assoc                     | 1         |
| • Mailing Operator                                         | 1         |
| • Mailing, Assoc                                           | 2         |
| <b>March 17, 2023, to March 31, 2023</b>                   | <b>9</b>  |
| • Continuous Print Operator, Int                           | 1         |
| • Digital Press Operator, Assoc                            | 2         |
| • Fulfillment Specialist, Int                              | 3         |
| • Mailing Operator                                         | 1         |
| • Mailing, Assoc                                           | 1         |
| • Production Specialist, Int                               | 1         |
| <b>April 14, 2023, to April 28, 2023</b>                   | <b>9</b>  |
| • Bindery/Finishing Operator, Int                          | 2         |
| • Fulfillment Specialist, Int                              | 3         |
| • Fulfillment Specialist, Sr                               | 1         |
| • Mailing, Assoc                                           | 1         |
| • Planner, Int                                             | 1         |
| • Production Services Account Specialist, Int              | 1         |
| <b>May 19, 2023, to June 2, 2023</b>                       | <b>20</b> |
| • Bindery/Finishing Operator, Int                          | 2         |
| • Digital Color Operator, Int                              | 2         |
| • Digital Color Operator, Sr                               | 1         |
| • Digital Press Operator, Assoc                            | 1         |
| • Fulfillment Specialist, Int                              | 7         |
| • Fulfillment, Lead                                        | 1         |
| • Mailing, Assoc                                           | 4         |
| • Planner, Int                                             | 1         |
| • Planner, Sr                                              | 1         |
| <b>June 16, 2023, to June 30, 2023</b>                     | <b>21</b> |
| • Administrative Assistant, Int                            | 1         |
| • Bindery, Lead                                            | 2         |
| • Bindery/Finishing Operator, Int                          | 3         |
| • Digital Color Operator, Sr                               | 1         |
| • Digital Press Operator, Assoc                            | 1         |
| • Fulfillment Specialist, Int                              | 2         |
| • Fulfillment Specialist, Sr                               | 3         |
| • Fulfillment, Lead                                        | 2         |
| • Mailing Operator                                         | 3         |
| • Mailing, Assoc                                           | 2         |
| • Mailing, Lead                                            | 1         |

|                                               |           |
|-----------------------------------------------|-----------|
| <b>July 14, 2023, to July 28, 2023</b>        | <b>22</b> |
| • Client Services, Sr Mgr                     | 1         |
| • Digital Print, Lead                         | 2         |
| • Digital Print, Supv                         | 2         |
| • Fulfillment Specialist, Sr                  | 2         |
| • Fulfillment, Lead                           | 3         |
| • Fulfillment, Mgr                            | 1         |
| • Fulfillment, Supv                           | 3         |
| • HR Business Partner, Int                    | 1         |
| • Mailing, Supv                               | 1         |
| • Maintenance Mechanic, Int                   | 1         |
| • Operations Technology Analyst, Sr           | 1         |
| • Ops Continuous Improvement Specialist, Sr   | 1         |
| • Production Planning, Supv                   | 1         |
| • Production Services Account Specialist, Int | 1         |
| • Production, Mgr                             | 1         |