



January 29, 2009

Office of the Mayor
Hon. Carty Finkbeiner
One Government Center
Toledo, Ohio 43604

Hon. Tina Skeldon Wozniak, President
Lucas County Commission
One Government Center
Suite 800
Toledo, Ohio 43604

Rapid Response Section
Bureau of Workforce Services
Ohio Department of Job & Family Services
Worker Adjustment Retraining Notification (WARN) Act
P.O. Box 1618
Columbus, Ohio 43216-1618

Dear Sir/Madam:

Due to the continued decline in business at the Cessna Aircraft Company's Toledo Citation Service Center, the decision has been made to discontinue doing business at this location. This decision was made following months of careful analysis.

Today, we will issue 60-day notices to our 67 Toledo employees in accordance with the Worker Adjustment and Retraining Notification Act (WARN). Bill Quattlebaum, Vice President of Human Resources, can be contacted at 316- 517-1461 for further information regarding the WARN process.

We anticipate the Toledo Citation Service Center to be closed by March 31. Customers who utilize the Toledo Citation Service Center will be directed to other service centers within our Citation Service Center network.

Our Toledo employees may apply for open positions at other facilities within Cessna's organization. In keeping with our company's policies and procedures, a severance package will be offered to all employees who will be leaving the Company to help ease their transition to other employment.

Cessna has operated the Toledo Citation Service Center since 1980 and has appreciated the support of the community and state throughout this time. While we realize this news is not welcomed by anyone, we must protect the financial strength of the company to position ourselves for success in the future.

Any questions regarding this decision can be directed to Doug Oliver, Director Communications, at 316-517-1927.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Walters', is written over a horizontal line.

Jim Walters
Sr. Vice President, Human Resources