



EMBASSY SUITES
HOTEL®

Cleveland - Downtown

October 9, 2012

VIA FACSIMILE (614) 728-5938
& Federal Express Overnight

Mr. Daniel Koncos
Regional Rapid Response Coordinator
Rapid Response Section
Office of Workforce Development
Ohio Department of Job & Family Services
4020 East Fifth Avenue
Columbus, Ohio 43219

RECEIVED
OHIO DEPARTMENT
OF JOB & FAMILY
SERVICES
OCT 12 PM 1:01
OFFICE OF
WORKFORCE DEVELOPMENT

Re: **WARN Act Notice of Permanent Facility Closing**

Dear Mr. Koncos:

We are writing to advise you that, effective as of December 10, 2012, the Embassy Suites located at 1701 East 12th Street, in Cleveland, Ohio (the "Hotel"), will permanently close. Hotel at Reserve Square, Ltd. ("HRS"), which owns the Hotel, intends to cease operating this property as a hotel.

As a result of this, all **108** employees at this Hotel will be permanently laid-off from their employment with Hilton Worldwide, Inc. on behalf of Embassy Suites Management LLC, which manages the Hotel. We do not anticipate that any affected employee will have the opportunity to transfer to another facility within the company. A list of the names and job positions of the affected employees is attached to this letter. None of the affected employees are represented by a union.

This notice is being provided pursuant to the Worker Adjustment and Retraining Notification Act of 1988. This Act requires employers to give official notice to certain government units and officials of a pending facility shutdown.

If you have any questions, please contact Kenric Hall at 216-523-1364.

Very truly yours,


Kenric Hall
General Manager



REST1:18997:1:12/11/00
Official Sponsor of the U.S. Olympic Team

Embassy Suites Hotel • 1701 East 12th Street, Cleveland, OH 44114
Tel: (216) 523-8000 • Fax: (216) 523-1698
For Reservations Call: 1-800-EMBASSY • www.embassysuites.com

The Hilton Family

Name	Department	Job Title
	Parking	Attendant-Valet Parking
	PROPERTY OPERATIONS	Engineer
	Housekeeping	Suitekeeper
	LOUNGE #1	Bartender
	RESTAURANT 1	Server-Food
	Housekeeping	Janitorial Services
	Housekeeping	Houseperson-Housekeeping
	RESTAURANT 1	Busperson
	RESTAURANT 1	Mgr-Food & Beverage
	PROPERTY OPERATIONS	Engineer
	Housekeeping	Inspector
	Housekeeping	Suitekeeper
	PROPERTY OPERATIONS	Chief Engineer
	RESTAURANT 1	Server-Food
	OTHER OPERATED (A)	Cook-Breakfast
	Housekeeping	Suitekeeper
	Housekeeping	Suitekeeper
	Housekeeping	Suitekeeper
	Parking	Attendant-Valet Parking
	Front Desk	Asst Mgr-Front Desk
	Housekeeping	Asst Head Houseperson-Hskpg
	Front Desk	Clerk-Front Desk
	Housekeeping	Suitekeeper
	Kitchen #1	Stewards
	BANQUET	Server-Banquet Food
	Kitchen #1	Sous Chef
	PROPERTY OPERATIONS	Engineer
	LOUNGE #1	Bartender
	BANQUET	Captain-Banquet
	Kitchen #1	Executive Chef
	Housekeeping	Project Houseperson
	Housekeeping	Rooms-Laundry Attendant
	SALES & MARKETING	Dir-Sales & Mkting
	Front Desk	Clerk-Front Desk
	BANQUET	Server-Banquet Food
	BANQUET	Server-Banquet Food
	Front Desk	Clerk-Front Desk
	G & A	Assistant General Manager
	RESTAURANT 1	Busperson
	Housekeeping	Houseperson-Housekeeping
	Housekeeping	Suitekeeper
	Housekeeping	Suitekeeper

Front Desk

Parking

Kitchen #1

G & A

Housekeeping

BANQUET

Front Desk

Housekeeping

Housekeeping

Housekeeping

Housekeeping

Housekeeping

PROPERTY OPERATIONS

Health Club

BANQUET

Front Desk

Housekeeping

PROPERTY OPERATIONS

OTHER OPERATED (A)

Parking

Front Desk

Housekeeping

Parking

Housekeeping

SALES & MARKETING

Housekeeping

Housekeeping

Parking

Housekeeping

Housekeeping

Kitchen #1

Front Desk

Parking

SALES & MARKETING

ROOM SERVICE

Front Desk

Front Desk

Parking

Front Desk

Front Desk

Health Club

Engineering

Housekeeping

Clerk-Front Desk

Attendant-Valet Parking

Cook

General Manager-Live Out

Inspector

Attendant-Banquet Set-Up

Clerk-Front Desk

Suitekeeper

Executive Housekeeper

Suitekeeper

Rooms-Laundry Attendant

Inspector

Engineer

Health Club Desk Attendant

Attendant-Banquet Set-Up

Clerk-Front Desk

Suitekeeper

Engineer

Busperson

Attendant-Valet Parking

Agent-Reservation

Suitekeeper

Attendant-Valet Parking

Rooms-Laundry Attendant

Mgr-Outside Sales

Rooms-Laundry Attendant

Suitekeeper

Attendant-Valet Parking

Houseperson-Housekeeping

Suitekeeper

Cook

Clerk-Front Desk

Attendant-Valet Parking

Sr Mgr-Catering

Server-Room Service

Mgr-Front Office I

Bellperson

Attendant-Parking Lot

Clerk-Front Desk

Bellperson

Health Club Desk Attendant

Engineer

Suitekeeper

Front Desk	Clerk-Front Desk
Front Desk	Clerk-Front Desk
Front Desk	Clerk-Front Desk
OTHER OPERATED (A)	Busperson
RESTAURANT 1	Spvr-Restaurant
G & A	Auditor-Head Night
HUMAN RESOURCES	Dir-Human Resource
Kitchen #1	Cook
Parking	Attendant-Valet Parking
Housekeeping	Suitekeeper
Parking	Attendant-Valet Parking
G & A	Clerk-Accounting
Housekeeping	Inspector
Kitchen #1	Stewards
Front Desk	Supervisor-Front Desk
G & A	Hotel Controller
OTHER OPERATED (A)	Busperson
OTHER OPERATED (A)	Busperson
G & A	Clerk-Accounting
BANQUET	Server-Banquet Food
Housekeeping	Houseperson-Housekeeping
Housekeeping	Suitekeeper
Housekeeping	Rooms-Laundry Attendant