



September 17, 2021

John Asher, Rapid Response Coordinator
Oregon Dislocated Worker Unit
Office of Workforce Investments
Oregon Higher Education Coordinating Commission
3225 25th Street SE
Salem, OR 97302

Re Announcement of Planned Action

Dear Mr. Asher,

We are writing to inform you that we will no longer be operating at DPD2, located at 3610 NW St. Helens Road Portland, OR 97210 on September 30, 2021 and all employees will be impacted. This closure is expected to be permanent. All affected employees have been notified of this closure and the expected date of the first separation will be September 30, 2021.

The following is a list of the job positions and number of individuals who will be affected by this action along with the anticipated schedule for job losses:

Job Title	Number of Affected Individuals
Site Lead	1
Dispatcher	2
Delivery Associate	60

If you have any questions or want additional information concerning this matter, please contact our support team at info@4leaflogistics.com.

Sincerely,

Brendan Pettit
Owner, 4 Leaf LLC