



May 22, 2025

VIA EMAIL (WARN.DEED@state.mn.us)

Commissioner Varilek

Minnesota Department of Employment and Economic Development

180 East Fifth Street

St Paul, MN 55101-1678

Jason Wadell, State Rapid Response Team Supervisor

Department of Employment and Economic Development

180 East Fifth Street

St Paul, MN 55101-1678

WARN.DEED@state.mn.us

Re: Equiniti Trust Company, LLC Permanent Layoffs
1110 Centre Point Curve, Suite 101, Mendota Heights, MN 55120

Dear Commissioner Varilek and Mr. Wadell:

I am writing on behalf of Equiniti Trust Company, LLC (the “Company” or “EQ”) to give you notice of a permanent layoff impacting three (3) employees in our Learning & Development group.

The work performed by a specific team within our Learning & Development group is ending and therefore is no longer needed. The impacted employees will be separated on August 22, 2025. All three (3) employees being impacted by this layoff work at or report into our Mendota Heights location located at 1110 Centre Point Curve, Suite 101, Mendota Heights, MN 55120 (the “Mendota Heights Location”). All trainers on this team are being separated. There are no bumping rights in connection with any employee’s employment or separation from employment.

All impacted employees were provided with at least sixty (60) days’ advance notice of their permanent layoff.

Attached to this letter is Exhibit A which contains names, addresses, layoff dates, and job titles of all employees affected by the layoff described in this letter, in each unit, department, or classification. Also attached as Exhibit B is a list of the job titles of all positions affected and the number of individuals in each job title.

This notice is being provided under the federal Worker Adjustment and Retraining Notification Act (the “WARN Act”) and/or the Minnesota Early Warning System Law (the “Minnesota Act”). By providing this information, however, the Company does not concede, that either the WARN Act, the Minnesota Act and/or any other state WARN law applies or that notice is otherwise required. The Company is providing voluntary notice to its employees in an effort to be transparent about the Company’s upcoming plans.



By signing below, I am attesting to the truthfulness of the information contained in this notice.

If you have any questions or would like additional information concerning this matter, please contact me at 718-921-8507 or Jeffrey.nelson@equiniti.com, or by mail at 48 Wall Street, New York, New York 10005.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Jeff Nelson', with a long, sweeping horizontal line extending to the right.

Jeff Nelson
Executive Vice President
US Human Resources

Enclosures:

Exhibit A Attached – Names, Addresses, Layoff Dates, and Job Titles of Affected Employees

Exhibit B - List of job titles affected by layoff and number in each job title

Job Titles	Total per Job Title
Learning & Development Trainer	
Lead Trainer	