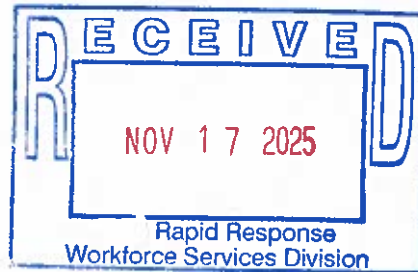




November 14, 2025

Brett Tavel
Rapid Response State Coordinator
Virginia Community College System
300 Arboretum Pl., Suite 200
Richmond, VA 23236
btavel@vccs.edu



Malissa Short
Rapid Response Program Manager
Virginia Department of Workforce Development and Advancement
2221 Edward Holland Drive
Richmond, VA 23230
malissa.short@virginiaworks.gov

To Coordinator Tavel and Manager Short:

This letter is being issued in accordance with any possible obligation under the federal Worker Adjustment and Retraining Notification Act ("WARN") to notify you that Amazon will be shutting down operations at its BW11 facility located at 45121 Global Plz, Sterling, VA 20166 (the "Facility"), effective January 30, 2026.

Approximately 247 Facility employees will be affected by this action. Employee separations resulting from this action are expected to be effective on January 30, 2026. We announced this decision to employees in May 2025. All affected employees have been or will be notified of their employment separations at least 60 days before their separations are scheduled to occur. Internal transfer opportunities have been made available to any affected employee. Those who accept internal transfer opportunities prior to their separation date will not be separated as a result of this action.

Employee separations resulting from this action are expected to be permanent. The affected employees are not represented by a union or any other collective bargaining representative. Amazon and its affiliates do not allow separated employees to displace any other employee based on seniority or any other factor (i.e., no "bumping rights" exist). A list of the job titles held by the above-referenced affected employees, and the number of affected employees holding each such job title, is attached hereto.

Affected employees who are separated as a result of this action will be paid all wages and other benefits to which they are entitled (if any) through their date of separation, provided they do not resign from their employment with Amazon prior to that date. On or before the effective date of each employee's separation, Amazon will provide information concerning benefits available under separate cover to eligible affected employees.

We are providing you with this notice based upon the best information available to us at this time. We believe that this notice fully complies with any applicable WARN requirements, to the extent applicable, and do not plan to provide you future notices with respect to this action. We wish to provide you with notices that are helpful, rather than inundate you with repeated or intermittent updates. However, please let us know if you would like us to provide you with future notices or additional information.

This notice is given based upon the best information available to Amazon at this time. For further information regarding this matter, please contact Lindsay Winter, lindswin@amazon.com, Senior Manager.

Sincerely,

Donetta Houser-Sly
Director- PXT
Enclosure



LIST OF AFFECTED JOB TITLES AT THE FACILITY

<u>Job Title</u>	<u>Number of Affected Employees Holding Job Title</u>
Associate Partner, HR	1
Facilities Coordinator IV	1
FC Associate I	202
FC Associate III	13
HR Generalist III	1
IT Support Assoc II	2
Manager I, Operations	2
Manager II, Operations	5
Manager II, Safety	1
Manager II, Training	2
Manager III, Operations	2
Manager III, Procurement	1
Manager III, Safety	1
Medical Representative I	3
Safety Specialist I	3
Service Technician II	4
Service Technician III	1
Site Manager, Operations	1
Sr Manager, Operations	1