**

*Via Email*

March 27th, 2020

Dear ,

You are a valued team member of the BlueStar Resort & Golf (“BlueStar”) team. We write this letter in the interest of giving you information that we hope will provide some measure of clarity regarding your work status and—equally important—a connection to resources that may provide some financial stability during what we hope and expect will be only a short-term situation.

You are aware of how rapidly and unexpectedly the COVID-19 pandemic has arisen and impacted people worldwide, including each of us. Turning away from the global situation and focusing on you and our local environment, we have tried for a number of weeks to meet the challenges that each new day brings to our workplace. Like thousands of employers, we have been flexible and regrouped, trying our very best to source productive work for our employees each day, to the extent possible, in efforts to maintain work schedules and compensation. Yet the reality is that despite these efforts, our activities and operations at the Club at 19001 Trilogy Parkway East, Bonney Lake, WA 98391 are drastically curtailed.

Unfortunately, responding to this crisis has forced us to make some difficult decisions. Due to these unforeseeable business circumstances, we are placing you (and other employees) on a temporary unpaid furlough starting Friday, March 27, 2020. This is the first and only furlough we have taken due to the situation involving the pandemic. We do not view this as a termination of your employment, nor are we separating you from your position. Instead, looking at progress in countries further along in this process than we are, we hope and currently anticipate that you will be recalled to active employment in the coming weeks. At the same time, this situation is evolving rapidly and so as events unfold, we will provide you with necessary updates.

During this furlough, you will not be performing work for Blue Star. You will be paid for your work through March 27th, 2020.

WASHINGTON:

We also want to inform you that the State of Washington may have resources to assist you. In particular, the Washington State Employment Security Department provides that in a situation with a temporary layoff or furlough related to COVID-19, you may be eligible for unemployment insurance benefits. Along with other helpful information, the agency’s website has a dedicated portion entitled, “For workers affected by COVID-19 (coronavirus)” at <https://esd.wa.gov/newsroom/covid-19>. In addition, the agency’s website has detailed information about applying for benefits, including daily webinars (go to [www.esd.wa.gov](http://www.esd.wa.gov)), and specific details related to the impact of COVID-19, including emergency rules adopted for workers and employers, an application checklist, and a subscription service for updates about the agency’s response to COVID-19.

You may also be eligible for additional assistance based on other government programs.

Please know that these decisions were not reached lightly, and that we are dedicated to making every effort to resume normal business operations as quickly as possible. We look ahead and focus our goal on the day that we can welcome you back to the Club once this crisis has passed -- when cleaning the Club, teaching yoga classes, and delivering the highest-level services to Club members are again the hallmarks of our day-to-day work lives.

On behalf of BlueStar, I will close this letter with the same important message with which I opened it: You are a valued team member of the BlueStar team. Our relationships with one another as Club coworkers and friends, and with the customers/Club members for whom we provide the highest quality services, is steady and unfailing. No matter what the day’s news may bring, the strength of these relationships and of our deeply-anchored commitment to one another as human beings, is stronger than the temporary emergency situation in which we currently find ourselves.

Please do not hesitate to contact me at 425-765-9596 or at Jason.Kamada@SevenSummitsLodge.com or reach out to Doug Anderson, F&B Manager, 206-351-3020, Doug.Anderson@SevenSummitsLodge.com with questions. We will do the best we can to respond promptly and, if we do not have the information that you need, to try to locate and direct you to resources that do.

With warmest regards and our wishes for good health for you and your loved ones,

Jason Kamada

General Club Manager