



September 23, 2013

**Via U.S. Mail & Facsimile (925-602-6802)**

Stephen Baiter  
Executive Director  
Workforce Development Board of Contra Costa County  
300 Ellinwood Way, 3rd Floor  
Pleasant Hill, CA 94523

Dear Mr. Baiter:

Quad/Graphics, Inc. ("Company") has developed plans to restructure certain operations at the facility located at 1221 California Avenue, Pittsburg, California 94565. In connection with these plans, approximately 88 Company employees are expected to be laid off or separated from employment at that location, with the first such separation expected to occur on November 22, 2013, or during the 14-day period that begins on that date.

This letter is provided in the event these plans constitute a covered event under the Worker Adjustment and Retraining Notification Act, or similar federal, state or local laws, although the Company does not admit that such laws apply or that notice is required. Please note that this form of notice is provided for at 20 C.F.R. §639.7(f) of the federal WARN regulations, and also under California Labor Code §1401(b).

If you have any questions or need additional information, please contact Lesley Peeler, Human Resource Manager, at 209-354-5228.

Sincerely,

Quad/Graphics, Inc.

A handwritten signature in dark ink, appearing to read 'Nancy Ott', with a stylized flourish at the end.

Nancy Ott  
VP Human Resources