

epio

RECEIVED

2024 OCT 16 AM 10:45

CLERK  
US BANKRUPTCY COURT  
DISTRICT OF DELAWARE

Fill in this information to identify the case:

Debtor 1 AIO US, INC.

Debtor 2 \_\_\_\_\_  
(Spouse, if filing)


United States Bankruptcy Court for the: DISTRICT OF DELAWARE

Case number 24-11836-CTG

Official Form 410  
**Proof of Claim**

Filed: USBC - District of Delaware  
AIO US, Inc., Et al  
24-11836 (CTG) (CLM)

**APD**

  
0000000006

12/15

Read the instructions before filling out this form. This form is for making a claim for an administrative expense. Make such a request according to 11 U.S.C. § 503.

Filers must leave out or redact information that is entitled to privacy on this form or on any attached documents. Attach redacted copies of any documents that support the claim, such as promissory notes, purchase orders, invoices, itemized statements of running accounts, contracts, judgments, mortgages, and security agreements. Do not send original documents; they may be destroyed after scanning. If the documents are not available, explain in an attachment.

A person who files a fraudulent claim could be fined up to \$500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157, and 3571.

Fill in all the information about the claim as of the date the case was filed. That date is on the notice of bankruptcy (Form 309) that you received.

**Part 1: Identify the Claim**

1. Who is the current creditor?	<u>ADP INC</u> Name of the current creditor (the person or entity to be paid for this claim)  Other names the creditor used with the debtor _____	
2. Has this claim been acquired from someone else?	<input type="checkbox"/> No <input type="checkbox"/> Yes. From whom? _____	
3. Where should notices and payments to the creditor be sent?  Federal Rule of Bankruptcy Procedure (FRBP) 2002(g)	Where should notices to the creditor be sent?  <u>ADP INC</u> Name <u>1851 N. Resler</u> Number Street <u>EL Paso TX 79912</u> City State ZIP Code  Contact phone <u>Juan Betaancourt</u> Contact email <u>juan.betancourt@adp.com</u>  Uniform claim identifier for electronic payments in chapter 13 (if you use one): _____	Where should payments to the creditor be sent? (if different)  _____ Name  _____ Number Street  _____ City State ZIP Code  Contact phone _____ Contact email _____
4. Does this claim amend one already filed?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Claim number on court claims registry (if known) _____  Filed on <u>08/12/2024</u> MM / DD / YYYY	
5. Do you know if anyone else has filed a proof of claim for this claim?	<input type="checkbox"/> No <input type="checkbox"/> Yes. Who made the earlier filing? _____	

**Part 2: Give Information About the Claim as of the Date the Case Was Filed**

6. Do you have any number you use to identify the debtor? ☐ No ☒ Yes. Last 4 digits of the debtor's account or any number you use to identify the debtor: 0 2 7 6

7. How much is the claim? \$ 5,214.38. Does this amount include interest or other charges? ☒ No ☐ Yes. Attach statement itemizing interest, fees, expenses, or other charges required by Bankruptcy Rule 3001(c)(2)(A).

8. What is the basis of the claim? Examples: Goods sold, money loaned, lease, services performed, personal injury or wrongful death, or credit card.  
Attach redacted copies of any documents supporting the claim required by Bankruptcy Rule 3001(c).  
Limit disclosing information that is entitled to privacy, such as health care information.

9. Is all or part of the claim secured? ☐ No ☒ Yes. The claim is secured by a lien on property.

**Nature of property:**

☐ Real estate. If the claim is secured by the debtor's principal residence, file a *Mortgage Proof of Claim Attachment* (Official Form 410-A) with this *Proof of Claim*.

☐ Motor vehicle

☐ Other. Describe: \_\_\_\_\_

**Basis for perfection:** \_\_\_\_\_

Attach redacted copies of documents, if any, that show evidence of perfection of a security interest (for example, a mortgage, lien, certificate of title, financing statement, or other document that shows the lien has been filed or recorded.)

**Value of property:** \$ \_\_\_\_\_

**Amount of the claim that is secured:** \$ \_\_\_\_\_

**Amount of the claim that is unsecured:** \$ \_\_\_\_\_ (The sum of the secured and unsecured amounts should match the amount in line 7.)

**Amount necessary to cure any default as of the date of the petition:** \$ \_\_\_\_\_

**Annual Interest Rate** (when case was filed) \_\_\_\_\_ %

☐ Fixed

☐ Variable

10. Is this claim based on a lease? ☐ No ☐ Yes. Amount necessary to cure any default as of the date of the petition. \$ \_\_\_\_\_

11. Is this claim subject to a right of setoff? ☐ No ☐ Yes. Identify the property: \_\_\_\_\_

**12. Is all or part of the claim entitled to priority under 11 U.S.C. § 507(a)?**

A claim may be partly priority and partly nonpriority. For example, in some categories, the law limits the amount entitled to priority.

☐ No

☐ Yes. Check one:

☐ Domestic support obligations (including alimony and child support) under 11 U.S.C. § 507(a)(1)(A) or (a)(1)(B).

☐ Up to \$2,775\* of deposits toward purchase, lease, or rental of property or services for personal, family, or household use. 11 U.S.C. § 507(a)(7).

☐ Wages, salaries, or commissions (up to \$12,475\*) earned within 180 days before the bankruptcy petition is filed or the debtor's business ends, whichever is earlier. 11 U.S.C. § 507(a)(4).

☐ Taxes or penalties owed to governmental units. 11 U.S.C. § 507(a)(8).

☐ Contributions to an employee benefit plan. 11 U.S.C. § 507(a)(5).

☐ Other. Specify subsection of 11 U.S.C. § 507(a)( ) that applies.

**Amount entitled to priority**

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\* Amounts are subject to adjustment on 4/01/16 and every 3 years after that for cases begun on or after the date of adjustment.

**Part 3: Sign Below**

The person completing this proof of claim must sign and date it. FRBP 9011(b).

If you file this claim electronically, FRBP 5005(a)(2) authorizes courts to establish local rules specifying what a signature is.

A person who files a fraudulent claim could be fined up to \$500,000, imprisoned for up to 5 years, or both. 18 U.S.C. §§ 152, 157, and 3571.

Check the appropriate box:

☐ I am the creditor.

☐ I am the creditor's attorney or authorized agent.

☐ I am the trustee, or the debtor, or their authorized agent. Bankruptcy Rule 3004.

☐ I am a guarantor, surety, endorser, or other codebtor. Bankruptcy Rule 3005.

I understand that an authorized signature on this *Proof of Claim* serves as an acknowledgment that when calculating the amount of the claim, the creditor gave the debtor credit for any payments received toward the debt.

I have examined the information in this *Proof of Claim* and have a reasonable belief that the information is true and correct.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on date 10/09/2024  
MM / DD / YYYY

Elizabeth Gonzalez

Signature

Print the name of the person who is completing and signing this claim:

Name	Elizabeth	Gonzalez	
	First name	Middle name	Last name
Title	Accounts Receivable		
Company	ADP INC		
	Identify the corporate servicer as the company if the authorized agent is a servicer.		
Address	1851 N. Resler		
	Number	Street	
	El Paso	TX	79912
	City	State	ZIP Code
Contact phone			Email

**DATE: 10/9/2024**

## ORACLE ADJUSTMENTS

Customer Number	Customer Name	Activity Name	Transaction Number	Receipt Number	Adjustment Amount	Purpose
1270276	AVON PRODUCTS FOUNDATION INC	Write-off Bad Debt - Bankruptcy	670351552		\$5,214.38	Chapter 11
		TOTAL ADJUSTMENT:			\$5,214.38	
					<input type="checkbox"/> Controller Approval Attached	
Requester:	Juan Betancourt			Service Desk #:		
Reviewer:						

Information to identify the case:

Debtors AIO US, Inc., et al.EIN: 13-3149872

Name

United States Bankruptcy Court for the District of Delaware  
(State)Date case filed for chapter 11 August 12, 2024  
MM/DD/YYYYLead Case Number: 24-11836 (CTG)**Official Form 309F1 (For Corporations or Partnerships)****Notice of Chapter 11 Bankruptcy Case**

10/20

For the debtor listed above, a case has been filed under chapter 11 of the Bankruptcy Code. An order for relief has been entered.

This notice has important information about the case for creditors and debtors, including information about the meeting of creditors and deadlines. Read both pages carefully.

The filing of the case imposed an automatic stay against most collection activities. This means that creditors generally may not take action to collect debts from the debtor or the debtor's property. For example, while the stay is in effect, creditors cannot sue, assert a deficiency, repossess property, or otherwise try to collect from the debtor. Creditors cannot demand repayment from the debtor by mail, phone, or otherwise. Creditors who violate the stay can be required to pay actual and punitive damages and attorney's fees.

Confirmation of a chapter 11 plan may result in a discharge of debt. A creditor who wants to have a particular debt excepted from discharge may be required to file a complaint in the bankruptcy clerk's office within the deadline specified in this notice. (See line 11 below for more information.)

To protect your rights, consult an attorney. All documents filed in the case may be inspected at the bankruptcy clerk's office at the address listed below or through PACER (Public Access to Court Electronic Records at <https://pacer.uscourts.gov>).

The staff of the bankruptcy clerk's office cannot give legal advice.

Do not file this notice with any proof of claim or other filing in the case.

1. Debtors' full name(s)  
(List of Jointly Administered Debtors)

See below chart

Name of Debtors	Other Names Used by the Debtors in the last 8 years	EIN	Case Numbers
AIO US, Inc.	Avon International Operations, Inc.	13-3149872	24-11836 (CTG)
Avon Products, Inc.	N/A	13-0544597	24-11837 (CTG)
MI Holdings, Inc.	N/A	13-3106450	24-11838 (CTG)
Avon Capital Corporation	N/A	13-2802219	24-11839 (CTG)

2. All other names used in the last 8 years

See above chart

3. Address

4 International Drive Suite 110  
Rye Brook, New York 10573

4. Debtors' attorneys  
Name and address

**WEIL, GOTSHAL & MANGES LLP**  
Ronit J. Berkovich  
Matthew P. Goren  
Alejandro Bascoy  
767 Fifth Avenue  
New York, New York 10153  
Telephone: (212) 310-8000  
Facsimile: (212) 310-8007  
Email: [ronit.berkovich@weil.com](mailto:ronit.berkovich@weil.com)  
[matthew.goren@weil.com](mailto:matthew.goren@weil.com)  
[alejandro.bascoy@weil.com](mailto:alejandro.bascoy@weil.com)

**RICHARDS, LAYTON & FINGER, P.A.**  
Mark D. Collins  
Michael J. Merchant  
Zachary I. Shapiro  
David T. Queroli  
One Rodney Square  
920 North King Street  
Wilmington, Delaware 19801  
Telephone: (302) 651-7700  
Facsimile: (302) 651-7701  
Email: [collins@rlf.com](mailto:collins@rlf.com)  
[merchant@rlf.com](mailto:merchant@rlf.com)  
[shapiro@rlf.com](mailto:shapiro@rlf.com)  
[queroli@rlf.com](mailto:queroli@rlf.com)

Debtor AIO US, Inc., et al.  
NameCase number (if known) 24-11836 (CTG)

<b>Debtors' Claims and Noticing Agent</b>  <b>If you have questions about this notice, please contact Epiq Corporate Restructuring, LLC.</b>	<b>Email:</b> <a href="mailto:AIOUSInc@epiqglobal.com">AIOUSInc@epiqglobal.com</a>  <b>Website:</b> <a href="https://dm.epiq11.com/case/aiousinc/info">https://dm.epiq11.com/case/aiousinc/info</a>	
<b>5. Bankruptcy clerk's office</b>  Documents in this case may be filed at this address.  You may inspect all records filed in this case at this office or online at <a href="https://pacer.uscourts.gov">https://pacer.uscourts.gov</a>	Clerk of the U.S. Bankruptcy Court for the District of Delaware 824 Market St. N., 3rd Floor Wilmington, Delaware 19801	<b>Hours:</b> Monday to Friday – 8:00 a.m. to 4:00 p.m. (Prevailing Eastern Time)  <b>Telephone:</b> (302) 252-2900
<b>6. Meeting of creditors</b>  The Debtors' representative must attend the meeting to be questioned under oath.  Creditors may attend, but are not required to do so.	<b>September 18, 2024 at 10:00 a.m. (ET)</b>  The meeting may be continued or adjourned to a later date. If so, the date will be on the court docket.  <b>Location:</b>  J. Caleb Boggs Federal Building 844 King Street 3rd Floor, Suite 3209 Wilmington, Delaware 19801  <b>The meeting of creditors is scheduled to be held by telephone. Please call:</b>  <b>Telephone: 1-888-455-8838</b> <b>Passcode: 9091948#</b>	
<b>7. Proof of claim deadline</b>	<b><u>Deadline for filing proof of claim:</u></b> <u>Not yet set. If a deadline is set, the court will send you another notice.</u>  A proof of claim is a signed statement describing a creditor's claim. A proof of claim form may be obtained at <a href="http://www.uscourts.gov">www.uscourts.gov</a> or any bankruptcy clerk's office.  Your claim will be allowed in the amount scheduled unless: ■ your claim is designated as <i>disputed</i> , <i>contingent</i> , or <i>unliquidated</i> ; ■ you file a proof of claim in a different amount; or ■ you receive another notice.  If your claim is not scheduled or if your claim is designated as <i>disputed</i> , <i>contingent</i> , or <i>unliquidated</i> , you must file a proof of claim or you might not be paid on your claim and you might be unable to vote on a plan. You may file a proof of claim even if your claim is scheduled.  You may review the schedules at the bankruptcy clerk's office or online at <a href="https://pacer.uscourts.gov">https://pacer.uscourts.gov</a> .  Secured creditors retain rights in their collateral regardless of whether they file a proof of claim. Filing a proof of claim submits a creditor to the jurisdiction of the bankruptcy court, with consequences a lawyer can explain. For example, a secured creditor who files a proof of claim may surrender important nonmonetary rights, including the right to a jury trial.	
<b>8. Exception to discharge deadline</b>  The bankruptcy clerk's office must receive a complaint and any required filing fee by the following deadline.	If § 523(c) applies to your claim and you seek to have it excepted from discharge, you must start a judicial proceeding by filing a complaint by the deadline stated below  <b>Deadline for filing the complaint: <u>November 18, 2024</u></b>	
<b>9. Creditors with a foreign address</b>	If you are a creditor receiving notice mailed to a foreign address, you may file a motion asking the court to extend the deadlines in this notice. Consult an attorney familiar with United States bankruptcy law if you have any questions about your rights in this case.	
<b>10. Filing a Chapter 11 bankruptcy case</b>	Chapter 11 allows debtors to reorganize or liquidate according to a plan. A plan is not effective unless the court confirms it. You may receive a copy of the plan and a disclosure statement telling you about the plan, and you may have the opportunity to vote on the plan. You will receive notice of the date of the confirmation hearing, and you may object to confirmation of the plan and attend the confirmation hearing. Unless a trustee is serving, the debtor will remain in possession of the property and may continue to operate its business.	

Debtor

AIO US, Inc., et al.  
Name

Case number (if known)

24-11836 (CTG)**11. Discharge of debts**

Confirmation of a chapter 11 plan may result in a discharge of debts, which may include all or part of your debt. See 11 U.S.C. § 1141(d). A discharge means that creditors may never try to collect the debt from the debtor except as provided in the plan. If you want to have a particular debt owed to you excepted from the discharge and § 523(c) applies to your claim, you must start a judicial proceeding by filing a complaint and paying the filing fee in the bankruptcy clerk's office by the deadline.



ADP, Inc.  
PO Box 830272  
Philadelphia PA 19182-0272

**INVOICE**

Client Name	: AVON PRODUCTS FOUNDATION INC
Client Number	: 1270276
Invoice Number	: 670351552
Invoice Date	: 09/13/2024
Invoice Due Date	: 09/20/2024
Total Due This Invoice	: \$5,214.38
PO Number	: 470699

**i Inquiries**

For Product/Service inquiries, please contact your Client Service Team.

TANIA DELUCA  
AVON PRODUCTS FOUNDATION INC  
4 INTERNATIONAL DR  
STE 110  
RYE BROOK, NY 10573-7015

**SUMMARY OF CURRENT CHARGES**

NAME	COMPANY CODE	PRODUCT	PROCESSING CHARGES	TAX	TOTAL
AVON PRODUCTS, INC	0030-8I-030TGW	ADP Comprehensive Services	\$4,826.20	\$88.63	\$4,914.83
AVON PRODUCTS, INC	0030-8Y-TGW	ADP Time and Attendance	\$299.55		\$299.55

Sub Total Current Charges	\$5,125.75
Tax	\$88.63
Total Due This Invoice	\$5,214.38

**WE APPRECIATE YOUR BUSINESS!**

- Send your payment with the return stub below in the enclosed return envelope.
- Include on your check, the client number and invoice number to ensure accurate payment processing.
- Make your check payable to ADP, Inc. and mail to the address listed below.

**Return Stub****Mail check payment to:**

ADP, Inc.  
PO Box 830272  
Philadelphia, PA 19182-0272

Client Name	: AVON PRODUCTS FOUNDATION INC
Client Number	: 1270276
Invoice Number	: 670351552
Invoice Date	: 09/13/2024
Invoice Due Date	: 09/20/2024
Total Due This Invoice	: \$5,214.38
Amount Enclosed	\$ <input type="text"/>

004027200127027610913246703515520005214385





Invoice Number : 670351552  
Invoice Date : 09/13/2024

**CURRENT CHARGES****ADP COMPREHENSIVE SERVICES  
COMPANY CODE 0030-8I-030TGW**

Processing Charges for  
Period Ending Date: 07/25/2024

	QUANTITY	RATE	BASE	TOTAL CHARGES	TAX
Monthly Administrative Fee	1			\$329.55	\$27.60
ADP Data Bridge	79	\$1.60 each		\$126.40	\$10.59
Interface Management	1			\$59.85	
Interface Management	1			\$59.85	
Interface Management	1			\$59.85	
Interface Management	1			\$59.85	
Interface Management	1			\$59.85	
Interface Management	1			\$59.85	
ADP Comprehensive Services Bundle	79	\$44.60 each		\$3,523.40	\$9.59
Includes: Comprehensive Payroll Analytics					
1099 Contractors	24	\$15.55 each		\$373.20	\$31.26
ADP Comprehensive Services Ancillary Modules	79	\$1.45 each		\$114.55	\$9.59
Includes: Enhanced Insights					

Sub Total Current Charges \$4,826.20  
Tax \$88.63

**TOTAL CHARGES FOR COMPANY CODE: 0030-8I-030TGW \$4,914.83**

**CURRENT CHARGES****ADP TIME AND ATTENDANCE  
COMPANY CODE 0030-8Y-TGW**

Processing Charges

	QUANTITY	RATE	BASE	TOTAL CHARGES	TAX
Workforce Now Essential Time and Attendance	27			\$299.55	

**TOTAL CHARGES FOR COMPANY CODE: 0030-8Y-TGW \$299.55**

Total Current Charges \$5,125.75  
Tax \$88.63  
Total Due This Invoice \$5,214.38

## Gonzalez, Elizabeth

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**From:** Collazo, Hugo (CORP)  
**Sent:** Tuesday, October 1, 2024 1:26 PM  
**To:** Betancourt, Juan  
**Subject:** FW: CH 11 - AVON - RE: ADP Termination Follow-Up

FYI

**From:** Orano, John (CORP) <John.Orano@ADP.com>  
**Sent:** Tuesday, October 1, 2024 9:33 AM  
**To:** Machbitz, Marlene (ES) <Marlene.Machbitz@ADP.com>; Collazo, Hugo (CORP) <Hugo.Collazo@ADP.com>; Greenberg, Daryl <daryl.greenberg@ADP.com>; Rovere, Gail (CORP) <Gail.Rovere@ADP.com>; ADPCLPAYOFF <ADPCLPAYOFF@ADP.com>  
**Cc:** Salliey, DeVonne (ES) <DeVonne.Salliey@ADP.com>; Sislin, Howard (ES) <Howard.Sislin@ADP.com>  
**Subject:** RE: CH 11 - AVON - RE: ADP Termination Follow-Up

Hi all,

Good day.

Upon checking, there is currently no deferred implementation for client 'AVON PRODUCTS, INC' with ADPCL.

Thanks,



John Carlo Orano  
ADP Philippines|Lead Accountant  
6/F Glorietta 2 Corporate Center, Palm Drive, Ayala  
Center, Makati City, Philippines, 1224

US 1-770-910-1930  
[john.orano@adp.com](mailto:john.orano@adp.com)



---

**From:** Machbitz, Marlene (ES) <Marlene.Machbitz@ADP.com>  
**Sent:** Monday, September 30, 2024 4:30 PM  
**To:** Collazo, Hugo (CORP) <Hugo.Collazo@ADP.com>; Greenberg, Daryl <daryl.greenberg@ADP.com>; Rovere, Gail (CORP) <Gail.Rovere@ADP.com>; ADPCLPAYOFF <ADPCLPAYOFF@ADP.com>  
**Cc:** Salliey, DeVonne (ES) <DeVonne.Salliey@ADP.com>; Sislin, Howard (ES) <Howard.Sislin@ADP.com>  
**Subject:** Re: CH 11 - AVON - RE: ADP Termination Follow-Up

Hi Hugo,

Per your request, here is Avon's account number .. 1270276.

Thank you,

Marlene

Get [Outlook for iOS](#)

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**From:** Collazo, Hugo (CORP) <[Hugo.Collazo@ADP.com](mailto:Hugo.Collazo@ADP.com)>  
**Sent:** Monday, September 30, 2024 4:21:16 PM  
**To:** Greenberg, Daryl <[daryl.greenberg@ADP.com](mailto:daryl.greenberg@ADP.com)>; Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Rovere, Gail (CORP) <[Gail.Rovere@ADP.com](mailto:Gail.Rovere@ADP.com)>; ADPCLPAYOFF <[ADPCLPAYOFF@ADP.com](mailto:ADPCLPAYOFF@ADP.com)>  
**Cc:** Salliey, DeVonne (ES) <[DeVonne.Salliey@ADP.com](mailto:DeVonne.Salliey@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Subject:** RE: CH 11 - AVON - RE: ADP Termination Follow-Up

Hi Marlene,

Do you have the client number for this account?

Thank you

**From:** Greenberg, Daryl <[daryl.greenberg@ADP.com](mailto:daryl.greenberg@ADP.com)>  
**Sent:** Monday, September 30, 2024 1:33 PM  
**To:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Rovere, Gail (CORP) <[Gail.Rovere@ADP.com](mailto:Gail.Rovere@ADP.com)>; ADPCLPAYOFF <[ADPCLPAYOFF@ADP.com](mailto:ADPCLPAYOFF@ADP.com)>; Collazo, Hugo (CORP) <[Hugo.Collazo@ADP.com](mailto:Hugo.Collazo@ADP.com)>  
**Cc:** Salliey, DeVonne (ES) <[DeVonne.Salliey@ADP.com](mailto:DeVonne.Salliey@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Subject:** CH 11 - AVON - RE: ADP Termination Follow-Up

Hi Marlene,

Thank you for the below.

Including @Rovere, Gail (CORP) and @ADPCLPAYOFF on the below and whether there are any outstanding balances.

Please work with @Collazo, Hugo (CORP) to submit a proof of claim through the site –  
<https://dm.epiq11.com/case/aiousinc/info>

As the CH11 petition was just filed on 8/12/24, the deadline to file a claim has not yet been set.

With the bankruptcy stay, we cannot terminate the contract so I will reach out to debtor's counsel to determine if the contract will be assumed or assigned and will keep you updated.

Lastly, will you kindly submit a case on the legal support portal under Comp Services – Bankruptcy.

Thanks,

---

**From:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>  
**Sent:** Monday, September 30, 2024 2:48 PM  
**To:** Greenberg, Daryl <[daryl.greenberg@ADP.com](mailto:daryl.greenberg@ADP.com)>  
**Cc:** Salliey, DeVonne (ES) <[DeVonne.Salliey@ADP.com](mailto:DeVonne.Salliey@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>; Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>  
**Subject:** FW: ADP Termination Follow-Up

Hi Daryl,

I hope this message finds you well.

We were notified last week that Avon has filed chapter 11. Below is the email trail that transpired while I was out of the office.

The attached link to the entire docket is available here: [AIO US, Inc. Overview Case: 24-11836 | Epiq \(epiq11.com\)](https://epiq11.com).

The contract expires 11/25 and there will be no buy-out and they are requesting to not auto-renew. We are seeking your approval to move forward with this termination.

Thank you,  
Marlene

Marlene Machbitz, MS, SPHR, SHRM-SCP  
Relationship Manager II

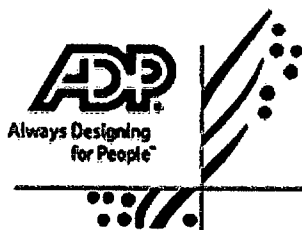
C: 973.309.1958

[marlene.machbitz@adp.com](mailto:marlene.machbitz@adp.com)



**From:** Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Sent:** Monday, September 30, 2024 10:21 AM  
**To:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>  
**Subject:** FW: ADP Termination Follow-Up

**Howard Sislin** | Relationship Manager  
*ADP Comprehensive Services*  
862-296-9016 *mobile*  
[howard.sislin@ADP.com](mailto:howard.sislin@ADP.com)



## Need Help? Contact Us!

### Administrator Support:

- ✓ **Hours** – M-F 8:00 AM to 5:30 PM local time.
- ✓ **\*New** – Send a case via WFN Service Portal
  - ✓ Click on "Need Help?" on WFN home page.
- ✓ **Phone** – **855-547-8508** (Calls to and from ADP may be monitored or recorded)

Say Payroll or Time & Attendance or Press 1

Say Human Resources or Press 2

Say Benefits or Press 3

Say Delivery or Press 4

Say Reporting or Press 5

Say Agency Tax Notices or Press 6

Say E-time or Press 7

---

**From:** Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>  
**Sent:** Friday, September 27, 2024 9:18 AM  
**To:** Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Subject:** RE: ADP Termination Follow-Up

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---

Hi Howard – Of course, but can you confirm what you mean by the court order? Do you mean just a copy of the filing?

If it helps, the entire docket is available here: [AIO US, Inc. Overview Case: 24-11836 | Epiq \(epiq11.com\)](#)

---

**From:** Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Sent:** Friday, September 27, 2024 8:29 AM  
**To:** Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>  
**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Salliey, DeVonne (ES) <[DeVonne.Salliey@ADP.com](mailto:DeVonne.Salliey@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Subject:** ADP Termination Follow-Up

---

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---

Hi Karen,

Hope all is well.

Can you please forward me a copy of the court order for the bankruptcy.

I need a copy so I can submit with the appropriate paperwork to get the process started for the bankruptcy termination.

Thanks Karen!

Howard

**Howard Sislin** | Relationship Manager  
*ADP Comprehensive Services*  
**862-296-9016** *mobile*  
[howard.sislin@ADP.com](mailto:howard.sislin@ADP.com)



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### Administrator Support:

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- ✓ **\*New** – Send a case via WFN Service Portal
  - ✓ Click on "Need Help?" on WFN home page.
- ✓ **Phone** – **855-547-8508** (Calls to and from ADP may be monitored or recorded)

Say Payroll or Time & Attendance or Press 1

Say Human Resources or Press 2

Say Benefits or Press 3

Say Delivery or Press 4

Say Reporting or Press 5

Say Agency Tax Notices or Press 6

Say E-time or Press 7

---

**From:** Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>

**Sent:** Thursday, September 26, 2024 3:06 PM

**To:** Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>; Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>; Salliey, DeVonne (ES) <[DeVonne.Salliey@ADP.com](mailto:DeVonne.Salliey@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>

**Subject:** RE: ADP Follow-Up

Hi Karen,

Thanks for the email.

I will submit a case for the termination process for Comprehensive Services.

We can certainly discuss other ADP options for the "handful" of employees that will exist after the termination on 11/25/2024.

Please let me know if you need anything else.

Thanks Karen!

Howard

**Howard Sislin** | Relationship Manager

*ADP Comprehensive Services*

862-296-9016 *mobile*

[howard.sislin@ADP.com](mailto:howard.sislin@ADP.com)



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Say Benefits or Press 3

Say Delivery or Press 4

Say Reporting or Press 5

Say Agency Tax Notices or Press 6

Say E-time or Press 7

---

**From:** Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>

**Sent:** Thursday, September 26, 2024 2:28 PM

**To:** Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>; Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>

**Subject:** RE: ADP Follow-Up

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Dear Howard –

Thank you for following up. As discussed during our call on Tuesday, Avon Products, Inc. (API) has voluntarily initiated Chapter 11 proceedings in the U.S. Bankruptcy Court for the District of Delaware to address its debt and legacy liabilities.

In light of the Chapter 11 filing, Avon expects that it will be winding down its operations in the U.S. and that its payroll will decrease significantly over the coming months. Accordingly, please suspend the scheduled auto-renewal of Avon's current contract with ADP, which I understand will expire in November 2024. We look forward to discussing with you a new engagement with ADP that is better suited to Avon's current needs.

Please let me know if you have any questions.

Best regards,



Karen

**Karen Abravanel**  
General Counsel, North America

+1 (845) 729-5310  
4 International Drive, Ste. 110 | Rye Brook, NY 10573 | USA  
[naturaeco.com](http://naturaeco.com)



**natura&co**

**From:** Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Sent:** Thursday, September 26, 2024 11:16 AM  
**To:** Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>; Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>  
**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>  
**Subject:** ADP Follow-Up

You don't often get email from [howard.sislin@adp.com](mailto:howard.sislin@adp.com). [Learn why this is important](#)

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Hi Karen & Jo Ann,

Hope all is well.

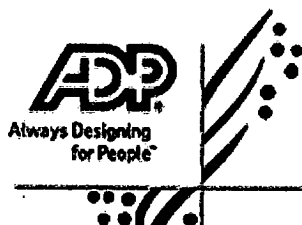
Just wanted to follow up on our call..

Please send me an email regarding the renewal date.

Thank you both!

Howard

**Howard Sislin** | Relationship Manager  
ADP Comprehensive Services  
862-296-9016 mobile  
[howard.sislin@ADP.com](mailto:howard.sislin@ADP.com)



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Say Benefits or Press 3

Say Delivery or Press 4

Say Reporting or Press 5

Say Agency Tax Notices or Press 6

Say E-time or Press 7

**From:** Sislin, Howard (ES) <[howard.sislin@adp.com](mailto:howard.sislin@adp.com)>

**Sent:** Monday, September 23, 2024 2:50 PM

**To:** Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>; Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>

**Subject:** RE: Request for call with ADP

Hi Jo Ann,

Invite sent for 1:30PM EST tomorrow.

Talk then.

Thanks,

Howard

**Howard Sislin** | Relationship Manager  
ADP Comprehensive Services  
862-296-9016 mobile  
[howard.sislin@ADP.com](mailto:howard.sislin@ADP.com)



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Say Human Resources or Press 2

Say Benefits or Press 3

Say Delivery or Press 4

Say Reporting or Press 5

Say Agency Tax Notices or Press 6

Say E-time or Press 7

---

**From:** Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Sent:** Monday, September 23, 2024 2:41 PM

**To:** Sislin, Howard (ES) <[howard.sislin@adp.com](mailto:howard.sislin@adp.com)>

**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>; Karen Abravanel/SUF/US <[karen.abravanel@avon.com](mailto:karen.abravanel@avon.com)>

**Subject:** RE: Request for call with ADP

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---

Hi Howard,

If you can send out an invite and choose a time tomorrow between 1 and 3 – it will be appreciated.

Please include Karen Abravanel on the invite.

Thanks!

Jo Ann



**From:** Sislin, Howard (ES) <[howard.sislin@adp.com](mailto:howard.sislin@adp.com)>

**Sent:** Monday, September 23, 2024 12:25 PM

**To:** Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>; Sislin, Howard (ES) <[Howard.Sislin@ADP.com](mailto:Howard.Sislin@ADP.com)>

**Subject:** RE: Request for call with ADP

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Hi Jo Ann,

Hope all is well.

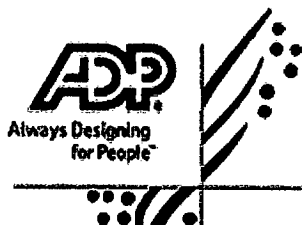
Sure – let me know what works for you and the team.

I'm OOO today and tomorrow from 3-5 EST.

Thanks,

Howard

**Howard Sislin** | Relationship Manager  
*ADP Comprehensive Services*  
**862-296-9016** mobile  
[howard.sislin@ADP.com](mailto:howard.sislin@ADP.com)



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Say Human Resources or Press 2

Say Benefits or Press 3

Say Delivery or Press 4

Say Reporting or Press 5

Say Agency Tax Notices or Press 6

Say E-time or Press 7

---

**From:** Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Sent:** Monday, September 23, 2024 12:20 PM

**To:** Sislin, Howard (ES) <[howard.sislin@adp.com](mailto:howard.sislin@adp.com)>

**Cc:** Machbitz, Marlene (ES) <[Marlene.Machbitz@ADP.com](mailto:Marlene.Machbitz@ADP.com)>; Mosley, Lydia <[lydia.mosley@ADP.com](mailto:lydia.mosley@ADP.com)>

**Subject:** FW: Request for call with ADP

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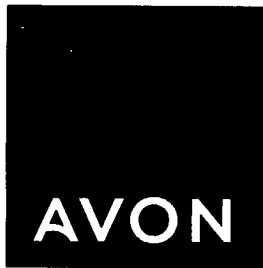
Hi Howard,

I know Marlene is ooo so just forwarding this message to you.

Might you have time to discuss options for Avon?

Regards,

Jo Ann



**JO ANN BUCCI**  
PAYROLL, LEGAL AND GBS  
CONSULTANT

[joann.bucci@AVON.COM](mailto:joann.bucci@AVON.COM)

T: 914-424-7391

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**From:** Machbitz, Marlene (ES) <[marlene.machbitz@adp.com](mailto:marlene.machbitz@adp.com)>

**Sent:** Monday, September 23, 2024 12:13 PM

**To:** Jo Ann Bucci/Other/Consultant <[joann.bucci@avon.com](mailto:joann.bucci@avon.com)>

**Subject:** Automatic reply: Request for call with ADP

---

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---

Hello!

I am currently out of the office.

If you need support from a Relationship Manager, please contact Howard Sislin at [howard.sislin@adp.com](mailto:howard.sislin@adp.com).

If you are a client working with your service team, please call the Service Center for Support at 855-547-8508 or submit a CASE through the Service Portal - [Service Portal User Guide](#) .

If you are a client currently in Implementation and need immediate assistance, please contact your Project Manager.

Be well & stay safe,  
Marlene

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