



**BENEFITS SUMMARY: CORPORATE LEVEL MANAGERS**

\*Please note that all benefits have specific eligibility requirements

| BENEFIT   | DESCRIPTION   | EFFECTIVE DATE                             |
|---|---|--|
| <b>HEALTH BENEFITS &amp; RELATED INSURANCE:</b>       |   |  |
| Health:   | Health, Prescription, Dental & Vision insurance   | 1 <sup>st</sup> of the month after 60 days |
| Supplemental:   | Accident, Critical Illness, and Hospital Indemnity Insurance  | 1 <sup>st</sup> of the month after 60 days |
| Disability:   | Short-Term Disability Insurance.<br>Long-Term Disability insurance with Travel Assistance plan.   | 1 <sup>st</sup> of the month after 60 days |
| Basic Life & Accidental Death & Dismemberment (AD&D): | \$10,000 life insurance policy with personal, financial, and legal resources.   | 1 <sup>st</sup> of the month after 60 days |
| Employee Assistance Plan (EAP):                       | Personalized support from licensed counselors to help you and immediate family members find balance and gain control during life's challenges.  | Upon Hire                                  |
| Digital Cognitive Behavioral Therapy:                 | A self-paced tool you can use anytime, anywhere to improve your mental health.  | Upon Hire                                  |
| <b>RETIREMENT:</b>                                    |   |  |
| 401k Plan:  | 401(k) Savings Plan that offers Roth & Pre-Tax options.   | Upon Hire                                  |
| Company Contribution Plan:                            | You will receive an automatic company contribution of 6% of your eligible salary to a Company Contribution Plan and will earn a vested benefit after one (1) year of vesting service. | Upon Hire                                  |
| <b>TIME OFF:</b>                                      |   |  |
| Paid Time Off:  | Time you may use for vacation, sick leave or personal reasons.<br>0-3 years = 2 weeks per year<br>4+ years = 3 weeks per year   | Upon Hire based on Accrual                 |
| Sick Pay:   | 5 days of Sick Pay annually for self and immediate family member  | Upon Hire based on Accrual                 |
| Holiday Pay:  | Thanksgiving and Christmas. 2 floating holidays per quarter.  | Upon Hire                                  |
| <b>DINING PRIVILEGES:</b>                             |   |  |
| On Duty:  | 1 shift meal  | Upon Hire                                  |
| Off Duty:   | 50% discount for self & 3 guests  | Upon Hire                                  |
| To Go:  | 50% discount for self & 3 guests  | Upon Hire                                  |
| <b>PARKING &amp; TRAVEL:</b>                          |   |  |
| Home location parking:                                | 50% discount  | Upon Hire                                  |
| Travel:   | Reimbursement for work related travel<br>Reimbursement for travel in excess of normal commute   | Upon Hire                                  |
| <b>LEAVE:</b>   |   |  |
| Extended Medical Leave:                               | Extended Medical Leave is for your own personal sickness or medical care. You will earn up to 15 days annually.   | Upon Hire based on Accrual                 |
| Bereavement:  | Up to 5 days of paid leave based on company policy.   | Upon Hire                                  |
| Jury Duty:  | Granted in accordance with applicable law. You will be paid for up to 5 scheduled workdays.   | Upon Hire                                  |
| Unpaid Leave:   | Family and Medical Leave (FMLA) of Absence, Military Leave and any other required Federal and locations State leave.  | See Employee Handbook.                     |
| <b>CHARITY:</b>                                       |   |  |
| Donation Matching:                                    | The company matches employee donations for up to \$4000 per calendar year.  | 1 year                                     |