

## Available Benefits as of November 1, 2016

### Full-time = 30+ hours per week Part-time = Up to 29 hours per week

### **Insurance**

**Dental** – Full-time only; may be purchased by employee. Dependent coverage available. Must satisfy 90 day Introductory Period prior to implementation.

Life – Full-time only; purchased by employer for employee only.

**Major Medical** – Full-time only; may be purchased by employee. Dependent coverage available. Must satisfy 60 days prior to implementation.

**Vision** – Full-time only; may be purchased by employee. Dependent coverage available. Must satisfy 60 days prior to implementation.

## **Flexible Spending Plan**

Available as new employee, then annually during open enrollment in December for calendar year start of January 1<sup>st</sup>.

# Paid Time Off (CAL)

Available to full-time employees only. Must satisfy 90 day Introductory Period prior to implementation. Accrues at 10 hours per month for employees who work 40 hours per week, and is prorated for employees who work 30-39 hours per week. Maximum rate of accrual is 150 hours.

# **Retirement**

You must reach age 21 before you are eligible to defer a portion of your pay to the Plan as Deferrals. After completing 1 year of service with the Employer you will become eligible to defer a portion of your pay to the Plan as Deferrals. You will be credited with a year of service if you work 1000 hours during your initial eligibility measuring period. Your initial eligibility measuring period will be the 12-month period beginning with your hire date. If you do not satisfy the hour requirements during that first measuring period, you will be credited with a year of service if you work 1000 hours during the Plan Year. You will be able to defer a portion of your pay into the Plan as Deferrals on the semi-annual date (the first day of the Plan Year and the first day of the seventh month of the Plan Year) on or after the day you have met all the age and service requirements.

### <u>Supplemental</u>

AFLAC and Legal Shield are available for purchase by employee as a new employee and annually during open enrollment.