

**Subject: Important Disclosure About Your Retirement Plan.**

**Important information about your Retirement Plan is now available. Please review this information.**

Dear Participants in the Kimble Company and Kimble

Recycling & Disposal, Inc. 401K Retirement Plan ("Plan"):

As a Participant in the Plan, you are entitled to receive certain information about our benefits as required by the Employee Retirement Income Security Act of 1974 ("ERISA"). Kimble Company and Kimble Recycling & Disposal, Inc. intend to provide this information to you by electronic email delivery. Included are the following:

- ☐ **Summary Plan Descriptions** – The SPD provides a summary of the plan document and other key plan information.
- ☐ **Summaries of Material Modification** - The SMM describes material changes to information furnished by the SPD.
- ☐ **Summaries of Benefits and Coverage** – These documents provide summaries of the benefits provided under the Plan and who is covered under the Plan.
- ☐ **Summary Annual Reports** - The SAR is a summary of the annual financial report that most plans must file with DOL.
- ☐ **Any documents required to be furnished under ERISA § 104(b)(4) on request by a Participant or beneficiary under the Plan or made available under ERISA § 104(b)(2).** These are any materials that you request to be provided to you about the Plan and which you are entitled to receive under all applicable laws.
- ☐ **401(k) Traditional Safe Harbor Notice** - The 401(k) Safe Harbor Notice provides information about a participant's rights and obligations under a Safe Harbor 401(k) Plan
- ☐ **Plan and Expense Information for Participant-Directed Plans** – For participants in participant-directed plans, plan information, including information about plan fees and expenses. This information generally must be provided before enrollment and annually; some fee information is required quarterly, and may be included in the quarterly benefit statement.
- ☐ **Investment Information For Participant-Directed Plans Provided in a table or other format that allows comparisons of plan investment options** - Information about plan investment options, including performance and fees, must be provided before the participants initial investment and at least annually, as set forth in the 404a-5 Regulation.
- ☐ **Automatic Enrollment and Qualified Default Investment Alternative (QDIA) Notices** - Notice to participants of the investments of their account in a default investment, if the participant does not provide investment directions. For plans with automatic enrollment, a description of the plan and automatic enrollment process, including percentage of salary to be automatically deferred and the plan's default

investment and how to opt out of or change the default elections.

- ☐ **Blackout Notices** - A notice that a temporary suspension limitation or restriction on directing retirement funds, obtaining loans or obtaining distributions, for more than three consecutive business days is going to be imposed.

**To access these documents, please visit our website at:**

<https://www.kimblecompanies.com/benefits>

To login, please use the following:

**User Name: Last Name, First Name**

**Password: Kimble23\$x4**

If you cannot access these documents via the website, please contact the Human Resources Manager by telephone at 330-343-1226 ext 2261, or by mail to Kimble Company, Attention Human Resources Manager, 3596 SR 39, NW, Dover, Ohio 44622, or by email to [smcafee@kimblecompanies.com](mailto:smcafee@kimblecompanies.com).

These documents will be furnished to you via a link to our website which is provided in this Disclosure. The linked documents will be in PDF. To access the document you must have: (1) a computer with internet access; and (2) Adobe Acrobat Reader installed on your computer allowing you to open and read the document. Please keep a copy of any attached or linked documents for future use. You must be able to either (1) print a copy on a printer attached to the computer; or (2) save a copy in electronic form to your computer's hard drive or an external drive (e.g., on a flash drive).

NOTE: If any of these requirements or delivery methods change in a way that creates a material risk that you may no longer be able to access and retain electronically transmitted documents, we will furnish you with notice and a request that you provide a new consent.

Any documents available via a link are not required to be available for more than one year or, if later, after it is superseded by a subsequent version.

You have a right to request a paper copy of such documents at no charge by notifying the Human Resources Manager in writing at Kimble Company, Attention Human Resources Manager, 3596 SR 39, NW, Dover, Ohio 44622 or via email at [smcafee@kimblecompanies.com](mailto:smcafee@kimblecompanies.com) with "Request for Paper Copy" in the subject line. Include your full name, address, and phone number in the body.

You understand that if your email address changes, you must notify the Human Resources Manager in writing at Kimble Company, Attention Human Resources Manager, 3596 SR 39, NW, Dover, Ohio 44622 or via email at [smcafee@kimblecompanies.com](mailto:smcafee@kimblecompanies.com) with "E-mail Address Change" contained in the subject matter line of the email. Include your full name, address, and phone number in the body.

*To receive documents electronically, you must take the following steps:*

1. Provide your consent to receive documents electronically by completing the attached Consent form.
2. You may withdraw this consent at any time by notifying the Human Resources Manager in writing at Kimble Company, Attention Human Resources Manager, 3596 SR 39, NW, Dover, Ohio 44622 or via email at [smcafee@kimblecompanies.com](mailto:smcafee@kimblecompanies.com) with "Consent Withdrawn for Electronic Disclosure" in the subject matter line. Include your full name, address, and phone

number in the body.

Additionally, should you no longer be employed by the Company you will continue to receive all applicable notices via email at the address on file with the Company, except that if such email address indicates a failure of delivery then at such time the Company will deem you to have withdrawn consent to electronic notifications.