

EARNED TIME ACCRUAL

Earned Time is paid time off that can be used for vacation, sick, and/or personal days. Earned Time is available to full-time and full-time 75 regular and temporary team members. These team members will accrue Earned Time according to the schedules below. Part-time team members working 29 or fewer hours per week do not accrue Earned Time (unless otherwise required by law). Accrual of Earned Time commences on your start date and accrues on a per pay period basis. Team members cannot use more Earned Time than what has accrued on the date of the requested day(s) off.

FULL-TIME ACCRUAL SCHEDULE

Length of Employment	Accrual per Pay Period	Maximum Days Accrued per Year	Number of Carryover Days Allowed
0 - 5 years	5.5385 hours	18 days/144 hours	15 days/120 hours
5+ years	7.0769 hours	23 days/184 hours	35 days/280 hours

FULL-TIME 75 ACCRUAL SCHEDULE

Length of Employment	Accrual per Pay Period	Maximum Days Accrued per Year	Number of Carryover Days Allowed
0 - 5 years	4.1538 hours	14.5 days/116 hours	11.25 days/90 hours
5+ years	5.308 hours	17.25 days/138 hours	26.25 days/210 hours



PAID HOLIDAYS

Team members who are scheduled to work more than 20 hours per week may be eligible for the following paid holidays. * Property and Corporate team members are not eligible for the Easter holiday. ** Hotel team members are not eligible for the Day after Thanksgiving holiday or the Good Friday holiday. See the Hotel Holiday Pay policy below for more information.

- New Year's Day
- MLK Jr. Day
- Good Friday (1/2-day) **
- Easter *
- Memorial Day
- Juneteenth
- Independence Day
- Labor Day
- Thanksgiving Day
- Day after Thanksgiving **
- Christmas Eve Day (1/2-day)
- Christmas Day
- New Year's Eve Day (1/2-day)
- Floating Holiday

Hotel Holiday Pay: Due to the nature of the hotel industry operating 365 days per year, paid holidays are handled differently for hotel team members at the Company. Hotel hourly team members will be paid at the rate of one and a half times their regular rate of pay for any hours worked on an eligible holiday. For the Christmas Eve and Christmas Day holidays, and the New Year's Eve and New Year's Day holidays, hourly hotel team members will be eligible for Hotel Holiday Pay when working between the hours of 3:00 p.m. on the eve of the holiday through 11:00 p.m. on the day of the holiday. Hotel salaried team members who are scheduled to work on an eligible holiday may take the holiday on a different day within the same pay period. The Company reserves the right to change paid holiday dates depending on how the holiday falls within the week of the calendar year.