

Covid-19 Vaccine Program FAQs

- 1) Who is eligible to receive a payment for receiving the vaccine?
 - a. *All field-based positions at General Manager or below who are fully vaccinated against COVID-19. Their roles are critical in ensuring the safe return of our business, their own safety and that of our guests, clients, communities, and team members. Associates working at a corporate location or headquarter-based are not eligible at this time. Consult with HR for further questions on eligibility.*
- 2) What is the maximum payment an associate may receive?
 - a. *An associate will receive a one-time payment equivalent to 4 hours of pay once they provide proof of being fully vaccinated. Associates will not be eligible for payments for “booster” doses after the initial vaccination schedule is complete.*
- 3) At what rate will tipped associates’ payment be paid?
 - a. *Associates will be paid 4 hours of non-worked time at their base hourly rate of pay and brought up to minimum wage if they are a sub-minimum employee (tipped associate).*
- 4) How will salaried associates’ payment be calculated?
 - a. *Full-time exempt (salaried) associates’ financial payment will be calculated by dividing their annual pay rate by 2,080 to determine an hourly rate. That rate will be multiplied by four.*
- 5) Do I need to be in an active status at time of payment?
 - a. *Yes, you must be actively working at the time of payment.*
- 6) Are union associates eligible?
 - a. *Yes, union associates are eligible for this incentive.*
- 7) Can I submit for a vaccine payment if I received it before this program was announced?

- a. Yes, if you are eligible and have received the vaccine at any time, you may submit for payment with proof of vaccination.*
- 8) What if I need time off to get my vaccine?
 - a. This is a one-time payment. You are not being paid for the time it takes to get the vaccine. The maximum payment is 4 hours of pay. You may, however, be eligible to use sick time, PTO, vacation time or flexible time off if you need to get your vaccine during work hours. Please work with your manager as far in advance as possible to ensure adequate staffing.*
- 9) How long does this program last?
 - a. This program is in place from March 1, 2021, to September 30, 2021, and subject to revisions if legislation or local demands require. There will be more appropriate communication at that point should the need arise.*