





## LEAVE

### **Holiday**

10 company-paid holidays

### **Sick**

5 days per year

### **Vacation**

Year 1 — 10 days

Year 2 — 10 days

Year 3 — 12 days

Year 4 — 15 days

Year 5 — 15 days

After 5 years of service — 20 days per year

### **Other**

Bereavement, jury duty, military leave:

Overlook may provide time off for these activities with management approval.

*These are Overlook benefits as they currently exist. Overlook reserves the right to change or cancel any company benefits.*

## COMPANY-PROVIDED

### **Health/Prescription/Vision**

80% of the premiums paid by the company

### **Dental**

100% of the premiums paid by the company

### **Life Insurance and AD&D**

\$50,000 of life insurance for employee

\$100,000 AD&D for employee

\$2,000 for spouse

\$1,000 for child

### **Travel Accident**

\$250,000 of AD&D; 100% of the premiums paid by the company

### **Long-Term Disability**

Benefit equal to 2/3rds of your salary not to exceed \$7,500 per month; 100% of the premiums paid by the company

### **Short-Term Disability**

2/3rds of your salary up to 3 months (until long-term disability begins)

### **401K Contribution**

3% Safe Harbor contribution by the employer

### **Flexible Spending**

Allows employees to defer up to \$2,550 for dependent medical care and \$5,000 for child care on a pre-tax basis per year

## MANAGEMENT DISCRETIONARY

### **Bonus**

Based on company performance, individual performance, position, and customer satisfaction

### **401K Profit Sharing**

Based on company performance, an added contribution may be made to participants in the plan

### **Training and Education**

Tuition, books, and fees will be 100% reimbursed for courses taken for credit (up to 18 semester hours per year)

### **Travel**

Actual reasonable expenses, regardless of per diem

### **Miscellaneous**

Parking and coffee are provided by the company

