

# ACEMCO INCORPORATED

## Summary of Non-Exempt Employee Benefits

### **Benefits available after 60 calendar days:**

All ACEMCO INCORPORATED Personnel have the option to accept our insurance package. The cost for the health insurance to our employees is found on the attached form (pre-tax basis). Human Resources will discuss all options prior to your sixty day enrollment date. Benefits that begin after your 60 calendar days include: Health Insurance through Priority Health; Guardian Dental, Vision and Life Insurance; discount eye care coupons through RX or Eye Care One; Holiday Pay; Bereavement Pay; and Vacation (1<sup>st</sup> year prorated from date of hire through December 31<sup>st</sup>).

1 – 3 years	1 weeks
3 – 10 years	2 weeks
10 – 15 years	3 weeks
15+ years	4 weeks

### ***Life Insurance***

All ACEMCO INCORPORATED employees have a life insurance policy through the company totaling \$20,000.

**401K** After 6 months of continuous employment you are eligible, and may begin contributing up to a maximum amount which would not violate provisions in the ACEMCO Savings and Investment Plan. Contributions may go up to 25% of your weekly earnings with a company match of \$.50 on the dollar up to 5%. Enrollments are accepted January 01 and July 01. Under this plan, you are 100% vested in your total account, for both employee contributions and employee match.

### **Benefits available after 1 year of employment:**

#### ***Tuition Reimbursement***

100% of the tuition, fees and books will be reimbursed per Tuition Policy.

#### ***Short Term Disability***

Eligible after 1 year of employment, 2/3 of your base salary for up to 12 weeks (one time benefit).

#### ***Fitness***

Fitness reimbursement program with a \$100 annual reimbursement. Must show you started the membership after your hire date and you have participated in the fitness program for one complete year.

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### ***Opt-Out Bonus***

If you have proof of other health and dental care coverage and choose not to accept **ACEMCO's** insurance package, there is a Quarterly Bonus that you will receive. The quarterly bonus will be paid out during the first month after each calendar quarter.

### ***Holidays***

After 60 days employment period, you will have 9 paid holidays.  
See chart below:

**NEW YEAR'S EVE**  
**NEW YEAR'S**  
**DAY**  
**GOOD FRIDAY**

**MEMORIAL DAY**  
**INDEPENDENCE DAY**  
**LABOR DAY**

**THANKSGIVING**  
**CHRISTMAS EVE**  
**CHRISTMAS DAY**

### ***Other benefits include:***

After 60 days - Funeral Leave and Bereavement Compensation. Jury and Witness Duty Leave Compensation.

**Note:** Direct Deposit is available immediately to all new employees of ACEMCO INCORPORATED.