

FINANCIAL WELL-BEING

Your Money Line’s mission is financial confidence and stability for all. This benefit is provided by **KENT WORLDWIDE** at no cost to employees. Your Money Line does NOT sell you anything; They are a financial sidekick to help you manage your money, navigate difficult financial decisions, reduce stress related to finances, and more.

You can access tools, short-courses and more by logging into their portal or mobile app. Connect with Your Money Line resources directly via e-mail or phone.

The screenshot displays the 'YOUR MONEY LINE' dashboard with several key features:

- Stability Index:** A progress bar showing '45% Wayfinders' between 'Less Stable' and 'More Stable' levels. Includes an 'Update' button.
- Monthly Budget \$10,000:** A donut chart and list of spending categories:
 - Housing: \$672
 - Automotive: \$74
 - Food: \$488
 - Savings: \$250
 - Entertainment: \$
 - Utilities: \$560
 - Shopping: \$873
 - Groceries: \$349
 - Health: \$142
- Higher subscription amount:** A comparison for NETFLIX showing a 'Previous Amount' of \$14.99 and a 'New Amount' of \$16.99.
- Small purchases:** A bar chart for 'FOOD & DINING' showing monthly spend from Dec to May, with values: Dec (\$107), Jan (\$217), Feb (\$543), Mar (\$578), Apr (\$655), May (\$839). Includes a trend line for \$489.

Navigation tabs include Dashboard, Resources, Measure, and My Finances. A contact information box is overlaid on the bottom right:

- yourmoneyline.com/kentww
- answers@yourmoneyline.com
- 833-890-4077



Online tools to track your budget, debt, and more



Helpful content on common money challenges



Unlimited, free sessions with certified financial coaches

OTHER BENEFITS

FMLA (Family Medical Leave Act)

FMLA eligibility is defined as being employed for a minimum of 1 year and working at least 1,250 hours in prior 12 months. FMLA is unpaid time and can run concurrently with paid leaves, including but not limited to Short-term disability, parental leave (recovery and bonding), or leave due to work related injury. FMLA provides up to 12 weeks of job protection. Employees may supplement time with Paid Time Off. See FMLA Rights Notice upon leave request.

Gym/Fitness Center Membership

- KENT WW will pay 50%, up to the maximum allowed for a gym/fitness membership.
- Memberships to the Muscatine and Daviess County Family YMCA for employee portion can be payroll deducted and submitted on your behalf. Please contact Reception for form.
- Maximum Monthly reimbursement rate is updated as rates change. Current monthly maximum reimbursement rate is: \$16.00 for Individual, \$6.00 for Youth/Teen, \$17.50 for Single Parent Family and \$28.00 for Family/Household. Check with Reception to verify current rates.
- Requests for reimbursement can be sent quarterly to reception@KENTww.com with supporting documentation showing proof of membership and payment. Reimbursement is provided on a regular paycheck and is taxable income.
- On-site workout facilities are available to employees at the McKee Building, GPC Muscatine and Washington locations.

Holiday Meal

- Thanksgiving and Christmas are special times of the year. KENT WW supports a meal with your family by providing a contribution/gift towards your holiday meal.

Recognition

- Service milestones are important and recognized in 5 year increments. Service recognition includes a monetary award, certificate/plaque and recognition program.

Access to Retiree Coverage

KENT WW offers retiree coverages for employees who retire from KENT WW and are at least age 55 with 5 years of service.

- Medicare Supplement and Part D coverage available at age 65
- Retiree dental is offered to retirees through Delta Dental.
- Retiree Vision is available through VSP



RETIREMENT

Contributions - Employee

The **KENT WORLDWIDE** 401(k) Plan allows employees to elect their amount up to the limits allowed by the IRS. Our plan allows employees to defer pre-tax, Roth, or both in combination. Employee deferrals must be whole numbers (no decimal places). Employees should consult a tax or personal advisor regarding questions about pre-tax or Roth deferrals.

Employees are auto enrolled at a 6% pre-tax deferral. Upon hire, your demographic data is sent to Vanguard after your first paycheck to generate your account. The auto enrollment is sent back to KENT WW to start your deferral. You have the ability to change your deferral at any time. Employee deferrals are sent to KENT WW on Thursday morning, with a Tuesday evening cut-off, so any changes after Tuesday would be sent the following week.

Contributions – Employer

We provide a 1:1 employer matching contribution, on up to 4% total employee deferral. The employer match is considered pre-tax. We also provide a discretionary profit-sharing contribution annually based on company performance. The profit-sharing amount can range from 0%-15% of your eligible compensation. The employer match and discretionary profit sharing are subject to vesting, addressed on page 28.

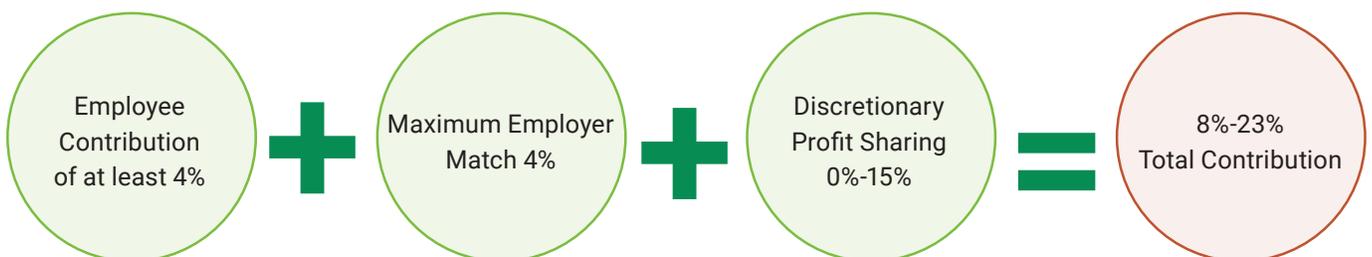
KENT WW’s matching contribution is above benchmarks and is a very generous benefit that invests in your long-term future. Employees who defer less than 4% are not receiving the full employer benefit. Employer contributions are deposited annually in November.

Employee Deferral (pre-tax and/or Roth)	Match (pre-tax)
0%	0%
1%	1%
2%	2%
3%	3%
4%	4%
Anything >4% up to IRS limit	4%

To update your deferral login to your Account at Vanguard or call 1.800.523.1188.

Plan # is 094837.

You can sign-up for auto-increase and have your deferral increase annually. New hires will be defaulted to a 1% increase annually until they reach 15% unless they opt-out or change election.



*Benchmark data suggests a savings rate of 12%-15% is needed to replace 70% of income in retirement and stay “on-track” to retire. **KENT WORLDWIDE wants to help get you to AND through retirement by offering this generous benefit aligned to suggested saving benchmark levels.**

RETIREMENT

Investments

The **KENT WORLDWIDE** 401(k) plan investment line-up offers participants the option to select from a portfolio of funds representing the most common asset classes, or default to the Vanguard Target Date fund based on year the participant turns 65. The target date funds will automatically adjust the balance of stocks and bonds to ensure appropriate risk allocation as the participant gets closer to age 65 and retirement. The investment line-up and fund performance are reviewed regularly and funds may be updated based on performance.

Advice Services

Vanguard offers 3 advice options; each level provides different support. Fees associated with advice services are paid by the participant, thus you must opt-in to utilize.

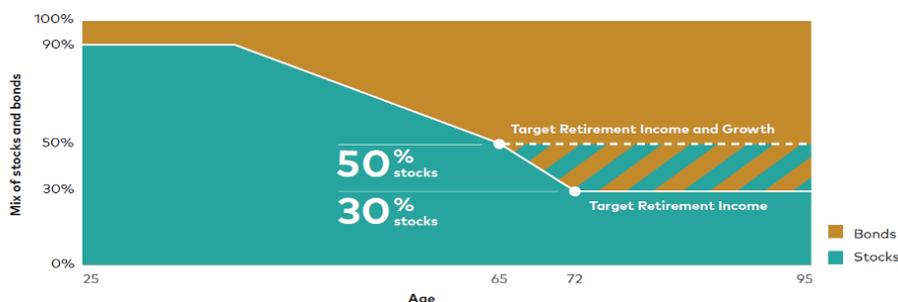
	Vanguard Digital Advisor	Vanguard Personal Advisor	Vanguard Situational Advisor
Level of Support	Unlimited digital access	Unlimited advisor support & digital access	Access to an advisor when you need one
What it offers	<ul style="list-style-type: none"> Ongoing money management Advice for all goals, not just retirement Online financial tools 	<ul style="list-style-type: none"> Ongoing money management Advice for all goals, not just retirement Ongoing advisor support for complex financial goals 	<ul style="list-style-type: none"> Advice only, you still manage your money Advice for a specific goal or questions Advice for complex financial goals
Eligibility	Minimum of \$5 account balance	Minimum of \$250,000 account balance	Minimum of \$500 account balance
Cost	About \$15 per \$10,000 managed (net annual cost)	About \$30 per \$10,000 managed (net annual cost)	\$250 per consultation

Fees

Vanguard record-keeping fees are \$13 per quarter as a flat rate and are auto-deducted from your account balance. Other fees are based on your specific fund portfolio and balance. For distribution requests, such as loans, withdrawals, etc., the participant is responsible for initiating the request from Vanguard. Fees are reviewed on a regular basis and are under benchmark.

Target Date Glide Path

For participants in the Target Date Fund, the glide path will reduce the asset mix to 50% stocks and bonds at age 65. The default glide path will reduce to 30% stocks and 70% bonds over the next 7 years (between 65-72). Our plan allows you to elect the Target Retirement Income and Growth to remain at a 50% stocks and 50% bonds asset mix beyond age 65. This feature is for participants who are comfortable with that mix and seek to maintain a higher return to sustain regular monthly income, while remaining within the plan.



RETIREMENT

Vesting

Employees are always 100% vested in their contributions. Employer contributions are subject to vesting. Each year of service, starting from your hire date, you vest at 20% until you reach full vesting after 5 years of service (YOS).



Rollovers In/Out & Auto Portability

Our **KENT WORLDWIDE** 401(k) accepts rollovers both in and out of our plan. Rollover outs can occur at separation of employee or as in-service withdrawals if over age 59.5. Balances of \$7,000 or less fall under plan force out provisions as allowed by the IRS and recently updated provisions of the Secure Act.

Balance of \$7,000 or less	<ul style="list-style-type: none">• Will Auto Port in/out of our plan, if with a participating recordkeeper in the Retirement Clearinghouse. No forms needed!• If not in Retirement Clearinghouse, our plan would move you to an IRA. For former employer, verify their force out provisions.
Balance >\$7,000	<ul style="list-style-type: none">• Not subject to forceout provisions. Money will remain in our plan for as long you determine.• To request a rollover or distribution, log into your account or call Vanguard Customer Service to initiate.

In-plan Roth conversions

You can convert all or a portion of your vested pre-tax and after-tax savings—which includes your contributions as well as company contributions—to Roth money within your retirement plan.

About Roth

Roth contributions and their earnings are not taxed when you take a distribution if you're at least age 59½ and you made your first Roth contribution at least five years earlier. That could be a significant advantage over pre-tax and after-tax contributions.

What you need to know

There are some important considerations to keep in mind before converting money to Roth:

- The money you convert to Roth will be taxed in the year you make the conversion.
- A Roth conversion increases your tax rate. This is because the amount you convert will be added to your taxable income. In some instances, this could be enough to push you into a higher income tax bracket or cause other adverse tax consequences.
- In most cases, you'll have to pay the taxes with money from outside the plan. You can't use your retirement money to cover this expense.

While having Roth money can be valuable in retirement, an in-plan conversion requires careful consideration. We recommend consulting with a tax advisor before making a Roth conversion.