Vacations, Holidays & Other Time Off (Stores)

The company believes in taking time off to recharge and Torrid encourages you to use your earned time. All **regular full-time** associates receive Vacation Time, Personal Holiday Time, Sick Time, and Company Paid Holidays.

Vacation Time: accrual starts on first day of full-time employment and associates are eligible for use time after completing 90 days of full-time employment.

Vacation Accrual:

Length of Service	Annual Accrual for Vacation	Maximum Accrual for Vacation
0 to 4 years	80 hrs (3.076 hrs bi-weekly)	120 hrs
5 to 9 years	120 hrs (4.615 hrs bi-weekly)	180 hrs
10 to 19 years	160 hrs (6.153 hrs bi-weekly)	240 hrs
20+ years	200 hrs (7.692 hrs bi-weekly)	300 hrs

Puerto Rico accrues vacation time per local ordinance.* ***See SOP 5025 for more information.*

Regular, part-time assistant managers (PTASMs) who have completed one year of service are eligible to accrue vacation. **See SOP 5025 for more information.**

Vacation Time Acrrual – PTASM:

Annual Accrual for Vacation	Maximum Accrual for Vacation
24 hrs (0.923 hrs bi-weekly)	36 hours

2026 Company Paid Holidays:

- New Year's Day
- Memorial Day
- Independence Day
- Labor Day
- Thanksgiving Day
- Christmas Day

All regular full-time store associates with at least 90 days of continuous full-time service are eligible to take personal holiday time each calendar year.

- Associates in an eligible position as of January 1st each year will be given 16 hours of personal holiday time.
- Associates hired or promoted to an eligible position after January 1st will be given 8 hours of personal holiday time.

All regular part-time associates receive time and a half for worked hours on company paid holidays.

Sick time is available to full-time and part-time store management whose absence from work is caused by illness, medical related conditions, or other approved reasons across all US locations and territories

Sick Pay Accrual for Store Management for Most Locations:

Position	Sick-Pay Hours Accrual	Annual Maximum Sick-Pay Hours Usage	Maximum Sick-Pay Hours Accrual	Maximum Sick-Pay Hours Annual Rollover
Full-Time (SM&FTASM)	1 hour for every 30 hours worked	48	48	48
Part-Time (PTASM)	1 hour for every 30 hours worked	16	16	16

* *Puerto Rico accrues vacation time per local ordinance.* ***See SOP 5025 for more information.***

See SOP 5025 for accrual rate, maximum accrual and maximum sick time usage for local city/state law. Sick time where mandated by local law applies to all associates.