

## OVERVIEW OF EMPLOYEE BENEFITS

Our benefit package is presented in this overview and reflects the needs of our valuable employees. In addition to a great work environment, the Administration provides beneficial opportunities to their employees including medical, dental, vision, life and disability insurances, 401(k) retirement plan plus a profit-sharing plan, flexible spending accounts, bonus programs and other incentives throughout the year. Refer to your Employee Manual for full details.

### BENEFIT SUMMARY

<b>Holidays</b>	Brady•Aulerich observes seven and a half (7½) holidays per calendar year
<b>Vacation</b>	Full-time employees: 1 year = 5 days 2-10 years = 10 days 10+ years = 15 days
<b>Sick Time</b>	Full-time employees accrue up to six (6) days per year. Unused sick time will be paid to hourly employees on the last pay period of the calendar year
<b>Work Week</b>	Work load permitting, Brady•Aulerich employees work forty (40) hours per week. If required, overtime is paid at time and a half
<b>Insurance Benefits – Pre-Tax Dollars</b>	
<b>Health</b>	Healthcare is available to all full-time employees at a minimal charge. Dependent coverage is also available at an additional charge
<b>Dental</b>	Dental care is available, with employee choice of dentist, to all full-time employees for a minimal charge
<b>Vision</b>	Vision care is available to all full-time employees for a minimal charge
<b>Voluntary Short-Term Disability</b>	Disability insurance is provided to each eligible employee. Additional coverage is available for employees to purchase through payroll deduction
<b>Long-Term Disability</b>	Long-Term Disability is provided to each eligible employee – Employer pays 100% of coverage for all employees
<b>Life Insurance</b>	Employer paid coverage of \$25,000.00
<b>Supplemental Insurance Voluntary Life, Accident and Cancer Insurance</b>	Employee may purchase additional life insurance coverage and supplemental coverage for themselves, as well as their family, through payroll deduction
<b>Retirement Benefits</b>	
<b>401(k)</b>	Eligible employees may defer up to the maximum allowable. Brady•Aulerich will match the first 4% of the employees contributions. The Employer match is made to each individual account every pay period

**Retirement Benefits – cont'd.**

<b>Profit-Sharing</b>	Brady•Aulerich may make discretionary contributions, in an amount determined by the Board of Directors each year, based upon current or accumulated profits and employee's gross annual income
<b>Bonus</b>	It is the intent of Brady•Aulerich to distribute bonuses, at least annually, to all full-time employees based on availability of funds and other contributory factors

**Additional Benefits**

<b>Employee Performance Appraisal and Evaluation</b>	Employee performance is reviewed annually in March to encourage employee feedback and evaluating each employee's job performance
<b>Promotions</b>	It is the policy of Brady•Aulerich to promote from within, when possible, if a position becomes available that a current employee has expressed a desire and is qualified to fulfill. The Administration Department will make the final decision based on the immediate supervisor's recommendation
<b>Recognition of Service</b>	Brady•Aulerich employees enjoy a variety of awards in recognition of their service to our company, i.e. birthdays with a gift card, special breakfasts and lunches including potlucks and catered lunches ~ creating an atmosphere that keeps employees informed, involved and having fun. Also, game tickets to sporting events such as the Arizona Diamondbacks and the ASU Sun Devils are made available to all employees throughout the season
<b>Annual Events</b>	Two events are held annually for our employees. Each spring, Brady•Aulerich holds a picnic for its employees and their families, which features activities such as softball, volleyball, Frisbee and much more. The holidays are celebrated in December with a Holiday Christmas party for all employees and a guest
<b>Credit Union</b>	Canyon State Credit Union membership is available the first day of employment to all employees which includes checking and savings accounts, as well as credit cards
<b>Memberships</b>	Brady-Aulerich holds a membership to Costco Wholesale and the card is available to all employees; Pre-Paid Legal is also available at pre-tax dollars
<b>Professional Development</b>	To encourage professional development, full-time employees are eligible for reimbursement of job-related professional registration fees and organization dues
<b>In-House Training</b>	Brady•Aulerich is committed to employee development. On-going training is offered to employees throughout the year as we focus on promoting employees from within our firm