

Summary of Employee Benefits



Health Insurance -Regular full-time employees and their qualified dependents are eligible to participate in our medical plan after 30 days employment.

We offer CIGNA Healthcare's CareLink/Open Access Plus PPO; this plan has a network of doctors, hospitals and other providers that are classified as In Network. If you use in network providers, under the **Premium Plan**; you will be able to take advantage of \$10 office visit co pays, prescription co pays of \$10/\$25/\$40, \$100 Emergency Room co pay and 100% coverage for hospital admissions. Under the **Standard Plan**; you will have \$15 office visit co pays, prescription co pays of \$10/\$30/\$50, \$100.00 Emergency Room co pay and deductibles you are required to meet. You have the freedom to use non-Network providers as well but will have annual deductibles obligations to meet first along with a percentage of services received. We offer \$80 reimbursement for each covered family member's routine eye exam each year. CIGNA's TelDrug pharmacy program enables you to order maintenance medications by mail order and pay a two month co pay for a three month prescription supply.

You can access CIGNA at 800-CIGNA24 or at www.cigna.com to locate In Network providers. You can access the pharmacy mail order program at www.teldrug.com.

Dental Insurance -Regular full-time employees and their qualified dependents are eligible to participate in our dental plan after 30 days employment.

We offer CIGNA Healthcare's Dental PPO. Benefits include 100% coverage for two routine cleanings and routine x-rays. Coverage for other services ranges from 50-85% with a \$25 annual deductible. The plan pays a maximum annual benefit under the **Premium Plan** of \$1000 for each covered family member and the **Standard Plan** is \$500.00 for each covered family member. The plan has a network of dental providers that are classified as In Network. If you use In Network providers you can avoid balance billing and additional cost sharing that may occur with non-Network providers.

You can access CIGNA at 800-CIGNA24 or at www.cigna.com to locate In Network providers.

Flexible Spending Account- Medical

Regular full-time employees are eligible to participate in our flexible spending account after 30 days of employment. We offer this plan through Benefit Strategies. This plan will allow you to set aside tax exempt money each pay period to pay for eligible medical expenses.

Eligible medical expenses are:

Co-payment, Eye glasses, Dental care, Orthodontia, Prescriptions, Over the counter items (OTC) ex. Thermometers, antacids, cold/flu medicines. For a more extensive listing of eligible items see packet.



Short Term Disability (STD)

Regular full-time employees are eligible to participate in our short term disability plan after 30 days employment. We offer this plan through Prudential Insurance. This plan replaces 50% of weekly base earnings (to a maximum of \$750) for up to 13 weeks of disability. The benefit begins on the 8th day of disability for illness or the 1st day of disability for non-work injuries.

Long Term Disability (LTD)

Regular full-time exempt employees are eligible to participate in our long term disability plan after 30 days employment. We offer this plan through Prudential Insurance. This plan replaces 60% of monthly earnings (to a maximum of \$10,000). This benefit begins after 90 days of disability. The maximum benefit period will vary based on extent of disability.

Life and Accidental Death & Dismemberment (AD&D) Insurance

Regular full-time employees are covered by our Life and AD&D policies after 30 days employment. We offer this plan through Prudential Insurance. Coverage is one times your annual base earnings, rounded up to the nearest \$1000. This benefit is 100% company paid.

401(k) Retirement Savings Plan

Regular employees who are 21 years old and have been employed by Perkins for 90 days are eligible to participate in the company's 401(k) Retirement Savings Plan. We offer numerous fund choices, administered by DWS Scudder. Employee contributions are made through payroll deduction. Employer match contributions are made after the end of each calendar year and will be announced prior to the transfer of funds to employee accounts. Matching contributions are made at the sole discretion of Perkins ownership. Matching contributions are vested to you over a period of five years employment. This Plan has a loan option that allows employees to borrow from their vested account balance.

Sick and Personal Time

Regular full-time non-exempt employees earn four hours of paid time off at the end of each full calendar month worked (to a maximum of forty eight hours per year). This time off can be used as sick time or personal time within the calendar year. Time not used by the end of the calendar year will be paid out, at the employee's current hourly rate, during January of the following year.

Holidays

There are ten paid holidays per year. We are closed on six of the holidays, although a skeleton crew may be scheduled. Four holidays are floating holidays and we are open for business. Each employee can schedule their floaters during the year.

Closed

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

Floaters

Martin Luther King Day
Presidents Day
Independence Day
Columbus Day
Veterans Day



This summary is a guide for prospective employees and is not intended as an enforceable legal document. We reserve the right, whether in an individual case or more generally, to alter, reduce or eliminate any policy or benefit, in whole or in part, without notice. Complete benefit rules are contained in the Summary Plan Descriptions or the Employee Handbook.

Vacation

Perkins believes that vacations are important for good health and morale. We encourage employees to take advantage of this paid time off.

Our vacation year is January 1 through December 31. Vacation time is granted according to the following schedule:

- In Year of Hire there will be no vacation hours available.
- In Year 1 (first full calendar year) you will receive 40 vacation hours.
- In Year 2 you will receive 40 vacation hours on January 1st and 40 additional hours on your 2nd anniversary (for a total of 80 vacation hours).
- In Year 3 you will receive 80 vacation hours on January 1st.
- In Years 4 through 8 you will receive an additional 8 hours of vacation time each year on January 1st until you have reached 120 vacation hours in Year 8.
- In Year 26 you will receive 160 vacation hours.

Additional Benefits

Voluntary benefits are offered through AFLAC on an annual basis.

Perkins offers employee discounts on products that we carry.

Perkins lends support to a number of local and national charities throughout the year. We believe in supporting the communities in which we live, work and do business. Opportunities for employees to participate are available throughout the year.

A number of scholarship opportunities are available during the year through our affiliation with industry trade organizations.

