

Stratosphere Quality Announces a 401k Matching Contribution

The Stratosphere Quality 401k retirement savings plan is one of the easiest and most convenient ways for employees to save for retirement, and it's about to get better. We're excited to share that beginning **May 1, 2023**, SQ is adding a 401k employer match contribution to the retirement plan so that you can look forward to a more secure financial future.

NEW EMPLOYER MATCH CONTRIBUTION IS EFFECTIVE MAY 1, 2023

SQ will provide a match contribution to each participant's eligible 401k contributions (for either the Pre-Tax or Roth plan) in an amount equal to:

- 50% of the first 3% of the participant's contributions
- 25% of the next 3% of the participant's contributions, up to a max of 6%

ELIGIBILITY & VESTING:

Part-time and full-time employees who have reached the age of 18 are eligible to participate in the SQ 401k Retirement Plan after six (6) months of service. All employees are automatically enrolled after six (6) months of service at a rate of 3%, with the option to opt out or select a different contribution rate between 1% to 75%.

Employees are always 100% vested in their own contributions to the 401k plan. This means your contributions (plus any earnings on those contributions) belong entirely to you, and you can take them with you when you retire or otherwise leave SQ.

The employer match contributions, however, are subject to a vesting schedule, as illustrated below. While your contributions to the plan are matched immediately, you earn the rights to (or "vest" in) the employer matching contributions over a period of six years.

YEARS OF SERVICE	VESTED PERCENTAGE
Less than 2	0%
2 years	20%
3 years	40%
4 years	60%
5 years	80%
6 years +	100%

YOUR MATCH GOES IN AS OFTEN AS YOUR CONTRIBUTIONS:

SQ will make the match contribution to your participant account as often as you contribute – in other words, as often as you get paid – weekly or biweekly. SQ will contribute \$0.50 of the first 3% of your eligible contributions and \$0.25 of the next 3% of your eligible contributions.

Look at the examples on the following page to see how the match formula works.

Pre-Tax Contributions (Weekly Pay)

Weekly Earnings	Contribution Percent	Weekly Employee Contribution	Weekly SQ Matching Contribution
\$650	1%	\$6.50	\$3.25
\$650	2%	\$13.00	\$6.50
\$650	3%	\$19.50	\$9.75
\$650	4%	\$26.00	\$6.50
\$650	5%	\$32.50	\$8.13
\$650	6%	\$39.00	\$9.75

Pre-Tax Contributions (Bi-Weekly Pay)

Bi-Weekly Earnings	Contribution Percent	Bi-Weekly Employee Contribution	Bi-Weekly SQ Matching Contribution
\$2,000	1%	\$20.00	\$10.00
\$2,000	2%	\$40.00	\$20.00
\$2,000	3%	\$60.00	\$30.00
\$2,000	4%	\$80.00	\$20.00
\$2,000	5%	\$100.00	\$25.00
\$2,000	6%	\$120.00	\$30.00

WHAT YOU NEED TO DO:

Employees enrolled in the SQ 401k plan will automatically receive company matching contributions into their ADP retirement account beginning with the May 12th pay date. To receive a company match, employees must contribute at least 1% of their income in either the Pre-Tax or Roth plans and contribute 6% to maximize the match.

HOW TO ENROLL OR MAKE CHANGES:

If you've opted out in the past and wish to participate now or want to change your current contribution amount, you have a couple of options for enrolling or making changes:

- Online at www.mykplan.com OR
- Calling ADP Retirement at (800) 695-7526 OR
- Via the ADP Mobile app

Look for additional communications from ADP Retirement the week of May 1st with additional information and reminders.