



September 17, 2024

Adam Major
1912 MANTON ST
MAPLEWOOD, Minnesota 55109-4439

Dear Adam,

Congratulations! We're excited to formally offer you the position of Engineer I - Tech Stack, reporting directly to me. The details of the offer can be found within the pages below.

We're glad you want to take the next step in your career here at Best Buy. We know you'll do great things in this new role.

This position also will provide you with the foundation for continued professional success. You'll find opportunities to keep learning and make an impact toward Best Buy's purpose of enriching lives through technology. And, of course, we'll be here to support you along the way.

As you know, we're committed to providing an inclusive culture where you can bring your full, authentic self to work every day. We strive to make our customers feel excited, confident and appreciated, and we want to ensure you to feel that way as an employee, too.

If you have any questions prior to your start date, please feel free to contact me.

Welcome to the team!

Troy McCabe
Engineering Senior Manager
612-292-1894



September 17, 2024

Adam Major
Employee Number: 1623812

Re: Offer Letter Terms

On behalf of Best Buy, I am excited to offer you employment on the terms described below.

Job Title:
Engineer I - Tech Stack

Start Date:
Your tentative start date is September 22, 2024, but may be adjusted as we plan for your transition into your new role.

Reporting to:

Troy McCabe

Salary
\$100,000.00 annually payable in accordance with the regular payroll practices of the Company. Your base salary will be reviewed annually.

Employment At Will:

Employment at Best Buy is at will, meaning that either you or Best Buy may terminate employment at any time and for any lawful reason, without advance notice. In addition, Best Buy retains the right to change any terms or conditions of employment at any time in its sole discretion (except for the Arbitration Policy, which is contractually binding on you and Best Buy), including changing or terminating any compensation or benefit plan. All compensation and benefits are subject to the terms of the governing policies, plans, award agreements and other governing documents.

Arbitration Policy:
Best Buy has an Arbitration Policy under which any disputes between you and Best Buy must be arbitrated on an individual basis. The Policy is a required condition of your hire and ongoing employment at Best Buy. By accepting this employment offer, you are agreeing to the Policy, a copy of which is included in your offer packet. The rules that govern arbitration between you and Best Buy are available on the American Arbitration Association's website, adr.org. Best Buy will also provide a copy of the rules upon your request.

Short-Term Incentive Eligibility (STIP):
In your position, you will be eligible for a Short-Term Incentive (STI) with a target of 10% of your base pay. Actual payout may be 0% to 20%, depending on business results. STI targets and metrics are based on position held and are pro-rated for time in position. STI payments are not guaranteed and are subject to the terms of the applicable STI plan.

Additional Information:
Status: Full time
Pay Frequency: Bi-weekly
First Pay Date: October 11, 2024

If the information below does not match, it may affect your pay date. Go to [Best Buy Connect](#) and search **Pay Frequency Transfer** for details:

Current Pay Frequency (Schedule): Biweekly_2



Pay Day: Every other Friday, with the exception of employees in Connecticut, Rhode Island and Supply Chain employees in New York who are paid each Friday. Please Check with your Hiring Manager

Best Buy posts job openings, including promotional opportunities, in the Internal Job Posting System (iJOS). You can access the iJOS and apply for posted openings in the Careers section on the MY HR website (hr.bestbuy.com).

Dress Code

All locations of Best Buy follow a defined dress code, which varies by business and location, and is outlined in the [Dress Code Policy document](#).

Reporting Location: 900010 Corporate 1 MN
7601 Penn Avenue South
Richfield, Minnesota 55423-8500

I sincerely hope you will accept Best Buy's offer. Please feel free to contact me with any questions.

Regards,
Troy McCabe
Engineering Senior Manager

HR Support Center Phone: (866) 692 - 2947

Notice of Hire: Minnesota Wage Theft Employee Notice

1. Employee:
Adam Major
1912 MANTON ST
MAPLEWOOD, Minnesota 55109-4439
612-206-2281
adam.j.major@gmail.com
Date employment began: September 22, 2024

2. Employer
126-BBY Technology Services, LLC
7601 Penn Avenue South
Richfield, Minnesota 55423-8500
612-292-1894
Troy.McCabe@bestbuy.com

These entities also do business as: Critical Signal Technologies, GreatCall, Lively, Pacific Sales Kitchen and Bath Centers, Pacific Sales Kitchen and Home, Best Buy Outlet, Geek Squad, Magnolia Home Theater, Pacific Kitchen and Home, Pacific Sales, Pacific Sales Kitchen and Bath Centers, Pacific Sales Kitchen and Home, TechLiquidators, Yardbird Furniture

7601 Penn Ave South
Richfield, MN 55423

3. Employment Status: Exempt
Employee is exempt from: Minimum Wage, Overtime, other provisions of Minnesota Statutes 177
Legal basis for exemption: Administrative

4. Rate: Annual Salary: 100,000.00
How applied: Application of additional rates not applicable
Paid by: Salaried
Allowances claimed:
\$ 0 per meal for meal allowance (max = 60% of one hour of adult minimum wage per meal)
\$ 0 per day for lodging allowance (max = 75% of one hour of adult minimum wage per day)
(or fair market value)



Other Method: Short-Term Incentive, 10% target, subject to the terms of the applicable plan

5. Leave benefits available: Other paid time off

How benefits are accrued: Total grant is front loaded annually

At new hire or the Monday following the pay period in which your most recent full-time anniversary date falls:

0-9 years = 184 hours

10-14 years = 200 hours

15-19 years = 224 hours

20+ years = 248 hours

If you previously had a different time off plan, review your time off benefits in [Best Buy Connect](#) to see any benefit time accruals you may have under a previous plan or an exception to the above plans.

Terms of use: See the paid time off policy or policies applicable to you. In accordance with the written policy or policies, [click here for details](#).

6. Deductions that may be made from employee's pay and amounts:

- Tax withholdings (state, federal and local income taxes, social security, medicare, etc.)
- Any garnishments, child support or alimony orders, tax levies, or other legally required deductions applicable to you
- Deductions you authorize for items such as benefits you elect (e.g., medical, vision, dental insurance, purchased PTO, voluntary benefits, transit), Health Savings Account contributions, 401K or deferred compensation contributions, charitable contributions, political action committee contributions
- Repayments for overpayments or other amounts you owe Best Buy, where authorized in accordance with applicable law

7. Number of days in the pay period: 14

Regularly Scheduled payday: Friday of the week following the close of each two week pay period

Date employee will receive first payment of wages earned: October 11, 2024

8. Other information relevant to this position:

Employer Signature:

Troy McCabe

Engineering Senior Manager

This document contains important information about your employment. Please see the list below of available languages this notice can be provided in:

Spanish
Hmong
Vietnamese
Simple Chinese
Russian
Somali
Laotian
Korean
Tagalog
Oromo
Amharic
Karen

To request this notice in a different language, please select your desired language on the Additional Information form.



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