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| **Relocation Benefits Summary**  **Co-Ops and Interns** |  |  |
| Eaton partners with Cartus to administer its relocation program. Cartus will assign a Client Services Consultant who will contact you to administer the benefits summarized below. Best wishes for a successful relocation! | | |
| **Relocation Eligibility** |  | **High-Cost Locations**  If you are moving to one of the designated high-cost locations listed below your relocation allowance will be increased by $1,000. |
| If the distance between your assignment location and your current school residence exceeds fifty (50) miles one-way, you will be eligible for Relocation Assistance.  **Privacy Consent and Confidentiality**  Cartus has taken proactive steps to comply with recent legislation requiring demonstration of your freely-given consent regarding the use and processing of your personal data. In addition, Eaton may provide certain employee information including salary, and employee number. Cartus agrees that its employees will maintain the confidentiality of this personal information and use it strictly for the purposes of administering Eaton’s relocation program. You will need to agree to allow Cartus to handle your personal information. When you first log into CartusOnline you will be asked to agree to “opt-in” before starting the relocation process. Once this step is complete, Cartus will be able to move forward in administering your benefits according to policy. |
|  | |  |  | | --- | --- | | **State** | **City** | | California | Los Angeles, Santa Fe Springs, Torrance,  Glendale, Diamond Bar, Mia Loma, Irvine, Costa Mesa, Camarillo, San Diego, Hayward,  Livermore, Dublin | | Connecticut | Bethel, Hartford, Windsor | | Illinois | Glendale Heights | | Maryland | Beltsville | | Maryland or Virginia | Washington DC | | Massachusetts | Worcester, Franklin | | New Jersey | Tinton Falls | | New York | New York City | | Washington | Mukilteo |   **Tax Gross-Up**  Eaton assists with federal, state, and FICA taxes on your relocation payment and this will be reflected in the amount received. |
| **Relocation Allowance - $3,500**  You will be provided with a one-time lump sum payment which is intended to give you the flexibility to address your specific relocation needs. The payment may be requested just after your start date provided all required documents and information has been received. No receipts are required, and you can manage your payment as you deem appropriate. However, no additional payments will be made, and you will not be required to return any unused funds. |