



SOLICITATION & DISTRIBUTION OF LITERATURE POLICY

COVERED ASSOCIATES

All U.S. Associates

OVERVIEW

In an effort to prevent interference to business operations and to ensure a welcoming environment for all Associates, TJX aims to limit solicitation and distribution of literature on its premises.

This Policy applies to all solicitation and distribution of literature that is not Company-sponsored or approved, including charitable events, school fundraisers, political organizations, personal businesses, labor organizations, civic organizations, or any other cause-related group.

DETAILS

- / Non-Associates are not allowed to solicit (including for support or money) or distribute literature on Company premises.
 - o **Distribution Centers Only:** This does not apply to Company-approved external group boards.
- / Associates are not allowed to solicit (including for support or money) during working time or in work areas (including stores) where customers are present.
- / Associates are not allowed to distribute literature during working time or in working areas.
- / Associates and non-associates are not permitted to utilize Company resources including but not limited to: email, telephones, voicemail, Company bulletin boards, mail carts, and walls for solicitation or distribution purposes.
 - o This **includes** posting any material that is not Company-sponsored or approved.
 - o This **excludes** Company-approved external group boards in the Distribution Centers
- / If you are solicited during working time or find literature or postings that are not Company-sponsored or approved, contact your manager or Human Resources Business Partner.

ADDITIONAL INFORMATION

Associates are allowed to solicit during non-working time, such as authorized rest breaks or meal periods or before or after work hours, provided that all Associates involved are not working.

Stores that receive requests for solicitation outside of the store, in common areas of a mall or shopping center, should direct the requests to the landlord and District Manager.

TJX offers Company-sponsored and approved charitable, volunteer, and fundraising activities throughout the year. These are communicated to Associates in various ways, including through management, TJX Activity Group emails, and The Thread. We welcome Associates to participate in these charitable activities and to act as ambassadors for them by encouraging support in their functional areas.

ENFORCING THE POLICY

All Associates are responsible for following this Policy and all managers are responsible for enforcing this Policy. Failure to follow this TJX Policy may result in Corrective Action, up to and including termination.

CONTACT

If you have any questions regarding this Policy, please contact your manager or Human Resources Business Partner.

