

J.CREW

Medical, Family and Parental Leave

As set forth more fully in the J.Crew FML Policy, J.Crew will grant unpaid, job protected leave in a rolling 12-month period under the Family and Medical Leave Act (FMLA) to an eligible associate for any of the following reasons:

- the birth of a child and to care for such child (up to 12 weeks);
- the placement of a child with you for adoption or foster care and in order to care for the newly placed child (up to 12 weeks);
- to care for a spouse, child, or parent with a “serious health condition” as defined by this policy (up to 12 weeks);
- because of your own serious health condition that makes you unable to perform the essential functions of your position (up to 12 weeks);
- because of a “qualifying exigency”¹ arising out of the fact that your spouse, child, or parent is on active duty (or has been called or ordered to active duty) in the Armed Forces (up to 12 weeks); or
- to care for your spouse, child, parent, or next of kin who is current member of the Armed Forces (including a member of the National Guard or Reserves, or a member of the Armed Forces, the National Guard or Reserves who is on the temporary disability retired list) and who has a serious injury or illness incurred in the line of duty on active duty for which he or she is undergoing medical treatment, recuperation, or therapy; is otherwise on outpatient status; or otherwise on the temporary disability retired list (“Military Caregiver Leave”) (up to 26 weeks).²

An eligible associate’s entire FML entitlement is limited to a total of either 12 or 26 work weeks, depending upon the circumstances, during a 12-month period. However, state law will apply where state law provides for greater benefits and coverage.

¹ A qualifying exigency is defined as short-notice deployment, military events and related activities, childcare and school activities, financial and legal arrangements, counseling, rest and recuperation, post-deployment activities, and other events arising out of the covered military member’s active duty or call to active duty status.

² For Military Caregiver Leave, an eligible associate is entitled to a total of up to 26 weeks of leave per covered relative, per injury. Thus, an eligible associate may be entitled to take more than one 26-week leave period if the leave is to care for different covered relatives or to care for the same relative with a subsequent serious injury or illness. However, no more than a total of 26 weeks of leave may be taken within the 12-month period. The 12-month period is measured from the first day the eligible associate takes Military Caregiver Leave. If an eligible associate does not take all of his or her 26 weeks of Military Caregiver Leave during this 12-month period, the remaining unused weeks to care for the covered relative are forfeited.

MEDICAL LEAVE

Medical Leave applies in the case of an associate's own serious health condition, as defined in J.Crew's FML Policy. If you are eligible and a leave is approved under Short-Term Disability, the first 7 consecutive calendar days is unpaid and can be paid from an associate's available PTO balance. Short-Term Disability is administered through Prudential, and pays 70% of base salary up to a maximum of 26 weeks. However, state law will apply where state law provides for greater benefits and coverage.

FAMILY LEAVE

Family Leave applies when the associate needs to provide care for a spouse, child or parent with a serious health condition, or for military-related reasons as provided under the FMLA. These leaves are unpaid, except for any PTO supplement upon approval.

The Company complies with state and local laws that require additional forms of paid or unpaid family or medical leave. Please refer to your state supplement for further information.

PARENTAL LEAVE

If an associate is eligible, paid Parental Leave is granted for the birth and/or need to care for and bond with a newborn; newly adopted child or foster care of a child up to 18 years of age. The associate's child must be born or placed with the associate on or after June 1, 2019 to be eligible for these leaves.

There are two different types of Parental Leave: (1) Post-Partum Disability Leave under the Short-Term Disability Policy, and (2) Bonding Leave.

Eligibility for, and payment during, these leaves is based on part-time or full-time status, and tenure of employment, as noted below.

We provide Bonding Leave for **permanent full-time** associates who have been with the Company for at least one year. Bonding Leave is paid leave that runs concurrently with FMLA leave and all other applicable leaves offered by J.Crew or federal or state law.

Eligible associates will automatically receive Post-Partum Disability Leave under the Short-Term Disability Policy in connection with pregnancy related disability for 8 consecutive weeks beginning with the birth of a child (Post-Partum Disability).

These leaves run concurrent with federal and/or state unpaid leaves, if applicable and where permitted by federal and state law. Additionally, these leaves may be coordinated with other sources of income, such as state disability and/or state paid leaves, if applicable. Please see the chart below regarding the type of leave, amount of leave and amount of benefits that may apply:

A. Post-Partum Disability Leave under the Short-Term Disability Policy:

Post-Partum Disability Leave under the Short-Term Disability Policy is available for permanent active full-time and part-time associates regularly scheduled to work 20 or more hours per week. For further details regarding eligibility, please refer to the Short-Term Disability Policy.

Tenure	Length of Leave	Income from All Sources
First of the month following 90 days of employment	8 weeks	100% of pay
Employed less than first of the month following 90 days	Not eligible	Not eligible

B. Bonding Leave to Care for or Bond with a New Child

Bonding Leave is available for **permanent full-time associates** who have worked at least one year in two segments: Up to 6 weeks of bonding leave is available at 100 percent of the associate's pay, and an additional 4 weeks of bonding leave is available at 70% of the associate's pay.

Tenure	Length of Leave	Income from All Sources (including state family leave benefits)
Less than 1 year	Not Eligible	Not Eligible
1 Year or More	6 weeks	100% of pay
1 Year or More	Up to 4 additional weeks	70% of pay

Family Medical Leave Act and Parental Leave (whether for post-partum disability or for bonding) runs concurrently. Please contact Prudential to apply for FMLA. Once FMLA has been approved, payment for any Parental Leave will be processed accordingly. Where associates are eligible for FMLA and/or state paid family leave, Bonding Leave under this policy will run concurrent with such leave, but is not limited to those leaves. Bonding Leave benefits will not be awarded until the associate applies for any state paid family leave for which they are eligible. Bonding Leave benefits will supplement estimated state paid family leave benefits so the associate will not receive more than 100% of their full pay. Please see your state supplement for further information.

Bonding Leave must be taken within 1-year of the child's birth; adoption; or foster care. Additionally, the leave may be taken in 10 consecutive weeks or intermittently in increments of no less than one day.

For further details regarding any of the above leaves, please refer to the Associate Handbook, your state supplement, and Short-Term Disability Policy, which can be found on www.myjcrewbenefits.com.

Note: while you are out on leave, you are not eligible to receive any additional form of compensation (such as bonus, merit, commission, etc.) until you return to work.