



Definition of Earnings: The amount used to calculate Life Insurance/AD&D and Long Term Disability premiums.

- **Salaried Associates:** Annual Base Salary as of the pay period immediately prior to or concurrent with September 1 each year.
- **Hourly, Non-Commissioned Associates:** Base Hourly Rate as of the pay period immediately prior to or concurrent with September 1 each year x 38.5 hours x 52 weeks.
- **Hourly Commissioned Associates:** Base/Draw Hourly Rate as of the pay period immediately prior to or concurrent with September 1 each year x 38.5 hours x 52 weeks + prior 52 weeks of commissions.
- **Hourly Commissioned Associates with less than one year of service on September 1 each year:**
 - From Eligibility Date to pay period immediately prior to or concurrent with September 1 each year: Base/Draw Hourly Rate x 38.5 hours x 52 weeks.
 - Rate to be recalculated when Associate meets their one-year anniversary: Base/Draw Hourly Rate as of the pay period immediately prior to or concurrent with their one-year anniversary date x 38.5 hours x 52 weeks + prior 52 weeks of commissions.*
 - Rate to be recalculated as of the pay period immediately prior to or concurrent with September 1 each year (following the Associate's one-year anniversary): Use same calculation as bullet above.

**Note: New rate is effective the first of the month following the Associate's one-year anniversary.*