

Airbnb HR Department
Payroll Adjustment Notice – Revised Gratuity Regulation

As part of our strong commitment to employee well-being and regulatory compliance, Airbnb has implemented the newly introduced gratuity rules across our global operations. These enhanced benefits ensure long-term financial security for our employees and align with updated statutory labor compliance guidelines.

Due to this change, payroll expenses have increased for the last six months, beginning **July 2024**. We have therefore revised historical payroll costs accordingly.

Updated Payroll Summary — Last 6 Months Affected

| Month | Previous Payroll (USD) | Updated Payroll (USD) |
|--------|------------------------|-----------------------|
| Jul-24 | -306,693 | -343,496.16 |
| Aug-24 | -259,162 | -290,261.44 |
| Sep-24 | -300,000 | -336,000.00 |
| Oct-24 | -300,000 | -336,000.00 |
| Nov-24 | -300,000 | -336,000.00 |
| Dec-24 | -300,000 | -336,000.00 |

These payroll cost adjustments will reflect in all upcoming financial reporting cycles, including budgeting, labor cost forecasting, and year-end compliance reviews.

Airbnb remains committed to ensuring fair compensation, competitive benefits, and strong employee support through responsible HR governance.

If additional details are required, please reach out to your HR Business Partner or Payroll Support.

Issued By:
Human Resources – Airbnb
Date: *Effective Immediately*

