

12/10/2024

Qingyu Song
757 Thomas St
Seattle, WA 98109

Dear Qingyu Song,

Congratulations and welcome to GEICO! We are pleased to offer you the opportunity to join the organization as Engineer II within Platform As A Service AMO. In this role you will be a direct report to Qilin Gu, Senior Director with a planned start date of 01/21/2025. The Platform As A Service AMO is currently organized to work in a virtual environment.

The details of your offer are as follows:

Compensation

Your base salary for this position will be \$145,000.00 annually, subject to applicable taxes and withholdings. GEICO pays all associates on a bi-weekly schedule and there are 14 calendar days in a pay period. Paychecks are delivered via direct deposit, if previously authorized, or check every other Thursday beginning 01/30/2025. As an exempt employee you are not eligible to receive overtime pay.

You are eligible to receive a one-time cash payment of \$25,000.00, subject to applicable taxes and withholdings, that will be paid on the next available pay date 30 days following your hire date. *In accepting this cash bonus, you agree to the terms of GEICO's Recoupment Policy, defined in the Acknowledgements below.*

Benefits

At GEICO, we offer a competitive and comprehensive Total Reward Program. This includes our 401(k), medical, dental, vision, long-term disability and life insurance plans. Additionally, you will receive 15 vacation days annually that will start accruing immediately and can be used following your

first pay period. Details can be found in the Total Rewards Guide that is attached.

Acknowledgements

GEICO is an at-will employer, and this offer letter does not constitute an employment contract for a particular term or length of employment. You or GEICO may terminate your employment at any time and for any reason. GEICO also reserves the right to alter or change the acknowledgements of your employment at any time and for any reason, including but not limited to adding, modifying, or discontinuing its compensation and benefits programs at any time. If this position permits remote work, you must perform all GEICO work within the U.S. and, if applicable, within whichever state, locality, or office that GEICO may require. If this position requires successful completion of a standard pre-employment drug test, you will receive a drug screen consent form accompanying your offer letter.

If you voluntarily terminate your employment with GEICO, or if your employment is involuntarily terminated by GEICO for cause, within one year of your hire date, you agree to repay the **{Cash Bonus}** {and} **{Relocation benefit}** in its gross pre-tax amount. If the amount is not paid in its entirety within 30 days of your termination, you agree and authorize that the repayment amount may be deducted from any remaining wages or payments you may be owed by GEICO to the extent permitted by applicable law and you agree that if you fail to pay any such amounts in full by the date required above that in addition to such amount you shall pay to GEICO any and all costs and fees incurred by GEICO to collect in full such amount of any portion thereof (“Recoupment Policy”).

Your offer and employment are contingent on these representations and full disclosures. By signing this offer letter, you affirm your understanding that your employment with GEICO is contingent on successful completion of your background check, obtaining any required licenses, appointments and/or certifications required for your role, complying with all Company policies, starting work by the date required by the Company and signing and returning applicable agreements. Your employment continues a contingent status until your background check report is received in full, reviewed in its entirety and adjudicated. If any issues arise with your background check report, you will be notified immediately. Additionally, you represent that you are not subject to any agreement or other restriction that is now, or will be, in effect that prohibits you from taking this role.

We kindly request a response by electronically signing this document by 48 Hours. If you have any

additional questions, please email us at jvenkatachalam@geico.com. We are sincerely excited for this new step in your career and look forward to officially welcoming you to GEICO!

By electronically signing this document, I certify that I have read and understand the details and requirements included within this offer of employment, and I agree to the stated terms without modification or condition.

Sincerely,

Qilin Gu
Senior Director

PRINT NAME of Candidate:

SIGNATURE of Candidate:

Date received by employee & signed by employee:

****Please do not reply to this message as it has been sent from an unmonitored account****