

## CareTrac Employee Relief Fund Program – Fact Sheet

<b>Program Overview</b>	RaceTrac has established an Employee Relief Fund to support team members during times of unexpected hardships, such as catastrophic disaster events, and other critical moments. The program will support team members of RaceTrac, Inc., and its family of brands.
<b>About</b>	<p>Employees facing the following may apply for coverage of expenses related to:</p> <ul style="list-style-type: none"> <li>○ Natural Disasters: <ul style="list-style-type: none"> <li>○ Geological Events: Earthquake, Landslide, Sinkhole, Volcanic Eruption</li> <li>○ Hydrological Events: Flood, Hurricane, Tropical Storm, Typhoon</li> <li>○ Meteorological Events: Heat Wave, Tornado, Wildfire, Winter Storm</li> </ul> </li> <li>○ Accidents &amp; Emergencies: <ul style="list-style-type: none"> <li>○ Complex Humanitarian Emergency</li> <li>○ Disaster resulting from an accident on a commercial airplane, passenger train, bus, or ferry (Common Carrier/Public Transportation)</li> <li>○ House Fire</li> <li>○ Nuclear Hazard/Pollution</li> <li>○ Vehicle Accident</li> </ul> </li> <li>○ Personal Hardships <ul style="list-style-type: none"> <li>○ Crime</li> <li>○ Death – Employee, Spouse/Partner, Dependent</li> <li>○ Domestic Abuse/Violence</li> <li>○ Unexpected Medical Condition– Employee, Spouse/Partner, Dependent</li> </ul> </li> </ul>
<b>Eligibility</b>	<p>To qualify for support through the CareTrac Fund, team members must have:</p> <ul style="list-style-type: none"> <li>• Completed at least 90 days of employment with RaceTrac, AND</li> <li>• Either be an active employee, OR be on an eligible, approved leave of absence [ <b>for 6 months or less</b> ]</li> </ul>
<b>Amount and Eligible Expenses</b>	<p>Each application will be reviewed, and grant determinations made based upon individual circumstances. Eligible expenses may include evacuation expenses, housing repairs, home furnishing repair or replacement, mortgage/rent payments, utilities, food, clothing, transportation, and funeral/burial costs. Supporting documentation will be requested and reviewed to determine reimbursement amounts.</p> <p>Short Term or Immediate grant is available for 45 days after an event has occurred and is designed to help with immediate needs such as evacuation, shelter, food, etc.</p> <p>Long Term or Recovery and Repair grant is available for 365 days after an event has occurred and is designed to help with the long-term expenses such as permanent damage to the home or primary residence.</p> <p>Team members are eligible for 1 grant per rolling 12 months, up to \$2,000, with a lifetime maximum of \$6,000</p>
<b>Application Process</b>	<p>E4E Relief, a third-party, 501(c)3 nonprofit organization, administers the CareTrac Employee Relief Fund Program on behalf of RaceTrac, to help ensure confidentiality, risk mitigation and a compassionate approach assuring our RaceTrac employees are cared for, always.</p> <p>E4E Relief will receive applications, review submitted requests and supporting documents, interview applicants as appropriate, make employees aware of determinations and process grant payments to the employee. Completed applications submitted are reviewed within 5 business days.</p>
<b>Selection</b>	<p>Selection of recipients is made by E4E Relief, one of the leading providers of employee disaster and hardship funds. E4E Relief manages the grant processing and all administrative aspects of the CareTrac Fund on behalf of RaceTrac including final determinations on the amount of funding relief to be granted. This ensures confidentiality and impartial decision-making. E4E Relief also has expertise on this subject matter to make sound decisions on qualifying events.</p>

<b>Award Payment</b>	<p>E4E offers five convenient and secure payment options: Bank transfer, Zelle, Debit Card, PayPal and Check. Grants to employees from the CareTrac Relief Program may not be considered income to the employee (employees should consult further with their tax preparer).</p> <p>Grants provide monetary assistance to assist with expenses related to basic life necessities. This is not a loan. Employees do not need to pay back the funds.</p>
<b>Apply</b>	Visit <a href="https://CareTrac.e4erelief.org">CareTrac.e4erelief.org</a>
<b>Questions</b>	Please contact E4E Relief at (844)-564-7271 or via email <a href="mailto:caretrac@e4erelief.org">caretrac@e4erelief.org</a> for questions about your eligibility or application. For general questions please contact: <a href="mailto:caretracfund@racetrac.com">caretracfund@racetrac.com</a>