

We realize that you have many choices where you could be employed and we greatly appreciate you choosing to be part of the PROCON team! We hope you will continue to be part of the PROCON family and will invite your friends and family to join us! We are pleased to offer the following program:

Retention Bonus - \$500

- \$500 bonus if you are currently employed and still employed as of 12/31/21

Recruit a Friend Incentive - \$250

- \$100 to current employee when "friend" receives their first paycheck
- \$150 to current employee when "friend" receives their first paycheck after their 90 day employment anniversary

Sign-on Bonus - \$750

- \$100 after first week of work (to coincide with normal pay cycle)
- \$150 after your 90 day employment anniversary (to coincide with normal pay cycle)
- \$500 bonus if you are still employed as of 12/31/21

FAQs:

- What about re-hires?
 - Sign-on Bonus is only available to employees who left prior to the effective date of this offer.
- How will we know who referred a friend?
 - Please let Christie know if you are referring a new hire.
 - Please indicate on your new hire application which current employee referred you to Procon.
- Who gets the Recruit a Friend incentive if a new hire is referred by 2 employees?
 - Recruit a Friend incentive is available to the first person who made the referral.
- What if no one recruits a new hire?
 - No Recruit a Friend incentive will be made, however the Sign-on Bonus is still paid to new hire.
- How will payments be made?
 - The \$100 and \$150 payments will be made via gift card hand delivered to employees
 - The \$500 bonus will be paid as a separate payroll run at year end
- Is there a time frame on this offer?
 - Yes, this offer is effective from 5/10/21 through 7/31/21

If you have any questions related to this offer, please contact your supervisor or Christie with HR.

With kind regards,

Aaron Long

LOCATIONS