



### Holiday Policy

Sprouts observes the holidays listed below and provides pay in accordance with the following table:

Holiday	Group 1	Group 2	Group 3	Group 4
New Year's Day	8 hours	6 hours	4 hours	None
Memorial Day	8 hours	6 hours	4 hours	None
Independence Day	8 hours	6 hours	4 hours	None
Labor Day	8 hours	6 hours	4 hours	None
Thanksgiving Day	8 hours	6 hours	4 hours	None
Christmas Day	8 hours	6 hours	4 hours	None

### Eligibility Chart

Group	Team Members	Eligibility
<b>GROUP 1 Hourly Store</b>	Department Manager, Asst. Department Manager, Administrative Coordinator, Scan Coordinator, Receiver, Senior Clerks, Head Cashier, Meat Cutter, Sales Ambassador, Customer Service Specialist, and Store Schematics Coordinator	After 6 months
<b>GROUP 2 Hourly Store 28+ avg. hours per week</b>	<b>Measured eligible</b> Back-up Administrative Coordinator, Back-up Receiver, Back-up Scan, Baker, Cashier, Department Clerks, Overnight Stocker, In-Store Shopping Clerk, and Self-Checkout Host	After 6 months
<b>GROUP 3 Hourly Store 25-27.99 avg. hours per week</b>	<b>Measured eligible</b> Back-up Administrative Coordinator, Back-up Receiver, Back-up Scan, Baker, Cashier, Department Clerks, Overnight Stocker, In-Store Shopping Clerk, and Self-Checkout Host	After 6 months
<b>GROUP 4 Hourly Store Less than 24.99 hours per week</b>	<b>Measured eligible</b> Back-up Administrative Coordinator, Back-up Receiver, Back-up Scan, Baker, Cashier, Department Clerks, Overnight Stocker, In-Store Shopping Clerk, and Self-Checkout Host	Not Eligible
<b>GROUP 1</b>	Store Manager, Assistant Store Manager, Perishable Manager, Non-Perishable Manager, Service Manager	Day 1
<b>GROUP 1</b>	Distribution Center Hourly	After 6 months
<b>GROUP 1</b>	Support Office (including regional team members) Distribution Center Exempt	Day 1



There are two ways that holidays are paid:

1. **Holiday Worked:** Eligible non-exempt team members who work on a holiday will receive 1.5 times their regular hourly rate (time and one-half) for all hours worked on the holiday. In states where daily overtime pay is required, overtime worked on a holiday will be paid at 1.5 times the Holiday Worked rate.
2. **Holiday Off (Not Worked):** Eligible team members who are not scheduled to work on the holiday and meet the eligibility requirements on the above Eligibility Chart are eligible for holiday pay based on the Holiday Pay Table above. Average hours are based on the 12 months prior to the holiday. Pay for a holiday not worked does not count towards any overtime calculation.

**Additional Information About Holiday Off Pay (Not Worked):**

- To be eligible for holiday pay, you must work your entire scheduled shift before and after the holiday.
- If a holiday falls during your scheduled vacation, you will receive holiday pay on the holiday, and the holiday will not count against your scheduled vacation time.
- Holiday pay is calculated using the straight time rate.
- No more than 8 hours of Holiday Off Pay will be paid.

Team members who are on an approved FMLA leave or are out while receiving workers compensation benefits are not eligible for holiday pay.

Sprouts recognizes some team members may wish to observe certain days which are not included in the company paid holiday schedule. Additional time-off must be approved in advance by your manager or supervisor. Team members may use accrued vacation time to receive pay during these scheduled absences.

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