EMPLOYEE CARING FUND 450

Winning Wheels has a fund which will be used on an "as needed" basis to help employees in time of extreme need or grief. The limits of each award are as follows:

1. Up to $25.00 will be allotted for flowers for employee in hospital, death in immediate family (mother, father, brother, sister, son, daughter, mother/father in-law, foster parents, grandparents or legal guardians); $25.00 gift certificate for wedding of an employee and $25.00 savings bond for birth of an employee's child.

2. Up to $50.00 will be awarded an employee, upon request, who must travel to attend a funeral out of town for the abov6 mentioned relatives.

3. Up to $100.00 will be awarded to an employee, upon request, for expenses related to a personal catastrophic event (fire, flood, natural disaster)

4. Up to $50.00 will be awarded employees, upon request, who have an extended illness and have exhausted all sick days.

Employees will have, on a volunteer basis, a payroll deduction of $1.00 each pay period that will be credited to the Caring Fund. This money will be kept in an interest bearing checking account; two signatures will be required to write a check withdrawing funds from this account.

The Caring Fund will only be used for the above mentioned items and awards will be available only to those who contribute to the fund.

The Employee Caring Fund Steering Committee will meet every four months, or as necessary, to review the fund balance and to report all monies awarded during that period.