



Annual Notices

for Eligible Employees and Beneficiaries of
WELFARE BENEFIT PLAN
sponsored by
G & W Equipment, Inc.

If you (and/or your dependents) have Medicare or will become eligible for Medicare in the next 12 months, a federal law gives you more choices about your prescription drug coverage. Please see page 7 for more details.

Electronic Notice Disclosure

These Annual Notices provide important information to eligible employees and beneficiaries of the various benefits offered by G & W Equipment, Inc. through the Plan. If you received these annual notices electronically, you have the right to request and obtain a paper version of such document, and you will receive a paper copy at no cost to you. Please contact Kim Meltzer at 980-321-4656 or kmeltzer@gwequip.com to make that request.

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Premium Assistance Under Medicaid and the Children’s Health Insurance Program (CHIP)

If you or your children are eligible for Medicaid or CHIP and you’re eligible for health coverage from your employer, your state may have a premium assistance program that can help pay for coverage, using funds from their Medicaid or CHIP programs. If you or your children aren’t eligible for Medicaid or CHIP, you won’t be eligible for these premium assistance programs but you may be able to buy individual insurance coverage through the Health Insurance Marketplace. For more information, visit www.healthcare.gov.

If you or your dependents are already enrolled in Medicaid or CHIP and you live in a State listed below, contact your State Medicaid or CHIP office to find out if premium assistance is available.

If you or your dependents are NOT currently enrolled in Medicaid or CHIP, and you think you or any of your dependents might be eligible for either of these programs, contact your State Medicaid or CHIP office or dial 1- 877-KIDS NOW or www.insurekidsnow.gov to find out how to apply. If you qualify, ask your state if it has a program that might help you pay the premiums for an employer-sponsored plan.

If you or your dependents are eligible for premium assistance under Medicaid or CHIP, as well as eligible under your employer plan, your employer must allow you to enroll in your employer plan if you aren’t already enrolled. This is called a “special enrollment” opportunity, and you must request coverage within 60 days of being determined eligible for premium assistance. If you have questions about enrolling in your employer plan, contact the Department of Labor at www.askebsa.dol.gov or call 1-866-444-EBSA (3272).

If you live in one of the following states, you may be eligible for assistance paying your employer health plan premiums. The following list of states is current as of January 31, 2018. Contact your State for more information on eligibility –

ALABAMA – Medicaid	FLORIDA – Medicaid
Website: http://myalhipp.com/ Phone: 1-855-692-5447	Website: http://flmedicaidtplrecovery.com/hipp/ Phone: 1-877-357-3268
ALASKA – Medicaid	GEORGIA – Medicaid
The AK Health Insurance Premium Payment Program Website: http://myakhipp.com/ Phone: 1-866-251-4861 Email: CustomerService@MyAKHIPP.com Medicaid Eligibility: http://dhss.alaska.gov/dpa/Pages/medicaid/default.aspx	Website: http://dch.georgia.gov/medicaid <i>Click on Health Insurance Premium Payment (HIPP)</i> Phone: 404-656-4507
ARKANSAS – Medicaid	INDIANA – Medicaid
Website: http://myarhipp.com/ Phone: 1-855-MyARHIPP (855-692-7447)	Healthy Indiana Plan for low-income adults 19-64 Website: http://www.in.gov/fssa/hip/ Phone: 1-877-438-4479 All other Medicaid Website: http://www.indianamedicaid.com Phone 1-800-403-0864
COLORADO – Health First Colorado (Colorado’s Medicaid Program) & Child Health Plan Plus (CHP+)	IOWA – Medicaid
Health First Colorado Website: https://www.healthfirstcolorado.com/ Health First Colorado Member Contact Center: 1-800-221-3943/ State Relay 711 CHP+: https://www.colorado.gov/HCPF/Child-Health-Plan-Plus Customer Service: 1-800-359-1991/ State Relay 711	Website: http://dhs.iowa.gov/hawk-i Phone: 1-800-257-8563

KANSAS – Medicaid	NEW HAMPSHIRE – Medicaid
http://www.kdheks.gov/hcf/ Phone: 1-785-296-3512	https://www.dhhs.nh.gov/ombp/nhphp/ Phone: 603-271-5218 Hotline: NH Medicaid Service Center at 1-888-901- 4999
KENTUCKY – Medicaid	NEW JERSEY – Medicaid and CHIP
http://chfs.ky.gov/ Phone: 1-800-635-2570	Medicaid: http://www.state.nj.us/humanservices/dmahs/clients/medicaid/ Phone: 609-631-2392 CHIP: http://www.njfamilycare.org/index.html Phone: 1-800-701-0710
LOUISIANA – Medicaid	NEW YORK – Medicaid
Website: http://dhh.louisiana.gov/index.cfm/subhome/1/n/331 Phone: 1-888-695-2447	https://www.health.ny.gov/health_care/medicaid/ Phone: 1-800-541-2831
MAINE – Medicaid	NORTH CAROLINA – Medicaid
http://www.maine.gov/dhhs/ofi/public-assistance/index.html Phone: 1-800-442-6003 TTY: Maine relay 711	https://dma.ncdhhs.gov/ Phone: 919-855-4100
MASSACHUSETTS – Medicaid and CHIP	NORTH DAKOTA – Medicaid
http://www.mass.gov/eohhs/gov/departments/masshealth Phone: 1-800-862-4840	http://www.nd.gov/dhs/services/medicalserv/medicaid/ Phone: 1-844-854-4825
MINNESOTA – Medicaid	OKLAHOMA – Medicaid and CHIP
https://mn.gov/dhs/people-we-serve/seniors/health-care/health-care-programs/programs-and-services/medical-assistance.jsp Phone: 1-800-657-3739	http://www.insureoklahoma.org Phone: 1-888-365-3742
MISSOURI – Medicaid	OREGON – Medicaid and CHIP
https://dss.mo.gov/mhd/participants/pages/hipp.htm Phone: 573-751-2005	http://healthcare.oregon.gov/Pages/index.aspx http://www.oregonhealthcare.gov/index-es.html Phone: 1-800-699-9075
MONTANA – Medicaid	PENNSYLVANIA – Medicaid
http://dphhs.mt.gov/MontanaHealthcarePrograms/HI Phone: 1-800-694-3084	http://www.dhs.pa.gov/provider/medicalassistance/healthinsurancepremiumpaymenthippprogram/index.htm Phone: 1-800-692-7462
NEBRASKA – Medicaid	RHODE ISLAND – Medicaid
http://www.ACCESSNebraska.ne.gov Phone: (855) 632-7633 Lincoln: (402) 473-7000 - Omaha: (402) 595-1178	http://www.eohhs.ri.gov/ Phone: 855-697-4347
NEVADA – Medicaid	SOUTH CAROLINA – Medicaid
Medicaid Website: https://dhcfp.nv.gov Medicaid Phone: 1-800-992-0900	Website: https://www.scdhhs.gov Phone: 1-888-549-0820

SOUTH DAKOTA - Medicaid	WASHINGTON – Medicaid
http://dss.sd.gov Phone: 1-888-828-0059	https://www.hca.wa.gov/free-or-low-cost-health-care/program-administration/premium-payment-program Phone: 1-800-562-3022 ext. 15473
TEXAS – Medicaid	WEST VIRGINIA – Medicaid
http://gethipptexas.com/ Phone: 1-800-440-0493	http://mywvhipp.com/ Toll-free phone: 1-855-MyWVHIPP (1-855-699-8447)
UTAH – Medicaid and CHIP	WISCONSIN – Medicaid and CHIP
Medicaid: https://medicaid.utah.gov/ CHIP: http://health.utah.gov/chip Phone: 1-877-543-7669	https://www.dhs.wisconsin.gov/publications/p1/p10095.pdf Phone: 1-800-362-3002
VERMONT– Medicaid	WYOMING – Medicaid
http://www.greenmountaincare.org/ Phone: 1-800-250-8427	https://wyequalitycare.acs-inc.com/ Phone: 307-777-7531
VIRGINIA – Medicaid and CHIP	
http://www.coverva.org/programs_premium_assistance.cfm Medicaid Phone: 1-800-432-5924 CHIP: http://www.coverva.org/programs_premium_assistance.cfm Phone: 1-855-242-8282	

To see if any other states have added a premium assistance program since January 31, 2019, or for more information on special enrollment rights, contact either:

U.S. Department of Labor
Employee Benefits Security Administration
www.dol.gov/agencies/ebsa
1-866-444-EBSA (3272)

U.S. Department of Health and Human Services
Centers for Medicare & Medicaid Services
www.cms.hhs.gov
1-877-267-2323, Menu Option 4, Ext. 61565

Paperwork Reduction Act Statement

According to the Paperwork Reduction Act of 1995 (Pub. L. 104-13) (PRA), no persons are required to respond to a collection of information unless such collection displays a valid Office of Management and Budget (OMB) control number. The Department notes that a Federal agency cannot conduct or sponsor a collection of information unless it is approved by OMB under the PRA, and displays a currently valid OMB control number, and the public is not required to respond to a collection of information unless it displays a currently valid OMB control number. See 44 U.S.C. 3507. Also, notwithstanding any other provisions of law, no person shall be subject to penalty for failing to comply with a collection of information if the collection of information does not display a currently valid OMB control number. See 44 U.S.C. 3512.

The public reporting burden for this collection of information is estimated to average approximately seven minutes per respondent. Interested parties are encouraged to send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Employee Benefits Security Administration, Office of Policy and Research, Attention: PRA Clearance Officer, 200 Constitution Avenue, N.W., Room N-5718, Washington, DC 20210 or email ebsa.opr@dol.gov and reference the OMB Control Number 1210-0137.

Notice of Grandfathered Group Health Plan

Name of Plan Sponsor: G & W Equipment, Inc.

Date of Notice: 1/1/2021

Grandfathered Status for Current Plan Year: NON-GRANDFATHERED

The health plan provided by the Plan Sponsor listed above for the eligible participants is Non-Grandfathered under the federal Patient Protection and Affordable Care Act (PPACA).

As such, this plan is fully compliant with all consumer protections of PPACA that apply to other plans as well as other changes to the health plan to meet the mandates required under that law at renewal.

Requests for further information or questions (such as which protections apply to a Non-Grandfathered health plan and how a change in plan status affects employees) about this notice can be directed to the individual listed below or you may also contact the Employee Benefits Security Administration, which is a part of the U.S. Department of Labor at 1-866-444-3272 or visit their website at www.dol.gov/ebsa/healthreform.

If you have any questions on these notices, please contact:

Kim Meltzer
980-321-4656
kmeltzer@gwequip.com

HEALTH INSURANCE MARKETPLACE NOTICE

Your Health Coverage and Coverage Options For Employees of G & W Equipment, Inc.

Form Approved
OMB No. 1210-0149
(expires 5-31-2020)

Introduction

Since key parts of the health care law went into effect in 2014, there has been a new way to buy health insurance: Health Insurance Marketplace. To assist you as you evaluate options for you and your family, this notice provides some basic information about the Marketplace and employment-based health coverage offered by G & W Equipment, Inc..

What is the Health Insurance Marketplace?

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare private health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away. The most recent annual open enrollment for health insurance coverage through the Marketplace ended on December 15, 2020 but will run again from November 1, 2021 through December 15, 2021. However, in some situations you may be eligible to enroll in the Marketplace if there was a Special Enrollment Event.

Can I Save Money on my Health Insurance Premiums in the Marketplace?

You may qualify to save money and lower your monthly premium, but **only if your employer does not offer coverage, or offers coverage that doesn't meet certain standards**. The savings on your premium that you're eligible for depends on your household income.

Does Employer Health Coverage Affect Eligibility for Premium Savings through the Marketplace?

Yes. If you have an offer of health coverage from your employer that meets certain standards, you will not be eligible for a tax credit through the Marketplace and may wish to enroll in your employer's health plan. However, you may be eligible for a tax credit that lowers your monthly premium, or a reduction in certain cost-sharing if your employer does not offer coverage to you at all or does not offer coverage that meets certain standards. If the cost of a plan from your employer that would cover you (and not any other members of your family) is more than 9.83% for calendar year 2021 of your household income, or if the coverage your employer provides does not meet the "minimum value" standard set by the Affordable Care Act, you may be eligible for a tax credit. (An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs.)

Note: If you purchase a health plan through the Marketplace instead of accepting health coverage offered by your employer, then you may lose the employer contribution (if any) to the employer-offered coverage. Also, this employer contribution – as well as your employee contribution to employer-offered coverage – is often excluded from income for Federal and State income tax purposes. Your payments for coverage through the Marketplace are made on an after-tax basis.

How Can I Get More Information?

For more information about your coverage offered by your employer, please check your Summary of Benefits and Coverage or contact Kim Meltzer at 980-321-4656 or kmeltzer@gwequip.com.

The Marketplace can help you evaluate your coverage options, including your eligibility for coverage through the Marketplace and its cost. Please visit [HealthCare.gov](https://www.healthcare.gov) for more information, including an online application for health insurance coverage and contact information for a Health Insurance Marketplace in your area.

PART B: Information About Health Coverage Offered by Your Employer

This section contains information about any health coverage offered by your employer. If you decide to complete an application for coverage in the Marketplace, you will be asked to provide this information. This information is numbered to correspond to the Marketplace application.

3. Employer name G & W Equipment, Inc.		4. Employer Identification Number (EIN) 56-1630404	
5. Employer address 600 Lawton Road		6. Employer phone number 980-321-4656	
7. City Charlotte		8. State NC	9. ZIP code 28216
10. Who can we contact about employee health coverage at this job? Kim Meltzer			
11. Phone number (if different from above) 980-321-4656		12. Email address kmeltzer@gwequip.com	

Here is some basic information about health coverage offered by G & W Equipment, Inc.:

As your employer, we offer a health plan to:

- All employees.
- Some employees. Eligible employees are: Those employees who work, on average, 30 or more hours per week.

With respect to dependents:

- We do offer coverage. Eligible dependents are: Legally married spouse and children up to the age of 26
- We do not offer coverage to dependents.

Based on the information available at the time of preparation of this Notice, the health benefits provided by G & W Equipment, Inc. meets the minimum value standard, and the cost of this coverage to you does not exceed the maximum allowable based on employee wages. (Even if your employer intends your coverage to be affordable, you may still be eligible for a premium discount through the Marketplace. The Marketplace will use your household income, along with other factors, to determine whether you may be eligible for a premium discount. If, for example, your wages vary from week to week (perhaps you are an hourly employee or you work on a commission basis), if you are newly employed mid-year, or if you have other income losses, you may still qualify for a premium discount.)

As a result, employees and their dependents who are eligible (whether enrolled or not) in the group health benefits sponsored by G & W Equipment, Inc. are likely **not eligible for premium subsidies in the Marketplace. However, the final results may vary based on additional factors such as affordability and your income.**

If you decide to shop for coverage in the Marketplace, [HealthCare.gov](https://www.healthcare.gov) will guide you through the process. Here's the employer information you'll enter when you visit [HealthCare.gov](https://www.healthcare.gov) to find out if you can get a tax credit to lower your monthly premiums.

You can also contact Pete Schantz of EbenConcepts at 336-777-8500 or pschantz@mountcastleinsurance.com to help walk you through the process to determine if you are eligible.

Medicare Part D Notice

Important Notice About Your Prescription Drug Coverage and Medicare

All employers who offer a group health plan that provides pharmacy coverage are required to send a notice to all plan participants who are eligible for Medicare about your options under Medicare's prescription drug coverage. Because we do not track which of our employees or if your dependents are eligible for Medicare, we are meeting this obligation by providing this notice to all employees who are eligible for our benefits program. This notice does not apply to you if you or your dependents are not Medicare eligible. If you or a covered dependent are Medicare eligible, or will become Medicare eligible during this Plan Year or the next calendar year, this notice is important to you and contains important, time sensitive information which could help you decide whether or not you want to join a Medicare drug plan. If you are considering joining, you should compare your current coverage, including which drugs are covered at what cost, with the coverage and costs of the plans offering Medicare prescription drug coverage in your area. Please read it carefully, keep it where you can find it and act to protect your interests.

There are two important things you need to know about your current coverage and Medicare's prescription drug coverage:

1. Medicare prescription drug coverage became available in 2006 to everyone with Medicare. You can get this coverage if you join a Medicare Prescription Drug Plan or join a Medicare Advantage Plan (like an HMO or PPO) that offers prescription drug coverage. All Medicare drug plans provide at least a standard level of coverage set by Medicare. Some plans may also offer more coverage for a higher monthly premium.
2. Based on the standards established by CMS, we have determined that the prescription drug coverage offered as part of the G & W Equipment, Inc. group health and prescription drug plan is, on average for all plan participants, expected to pay out as much as standard Medicare prescription drug coverage pays and is therefore considered Creditable Coverage. Because your existing coverage is Creditable Coverage, you can keep this coverage and not pay a higher premium (a penalty) if you later decide to join a Medicare drug plan..

When Can You Join a Medicare Drug Plan?

You can join a Medicare drug plan when you first become eligible for Medicare and each year from October 15 to December 7. However, if you lose your current creditable prescription drug coverage, through no fault of your own, you will also be eligible for a two (2) month Special Enrollment Period (SEP) to join a Medicare drug plan. You should also know that if you drop or lose your current coverage and don't join a Medicare drug plan within 63 continuous days after your current coverage ends, you may pay a higher premium (a penalty) to join a Medicare drug plan later.

When Will You Pay a Higher Premium (Penalty) to Join a Medicare Drug Plan?

If you go 63 continuous days or longer without creditable prescription drug coverage, your monthly premium may go up by at least 1% of the Medicare base beneficiary premium per month for every month that you did not have that coverage. For example, if you go nineteen months without creditable coverage, your premium may consistently be at least 19% higher than the Medicare base beneficiary premium. You may have to pay this higher premium (a penalty) as long as you have Medicare prescription drug coverage. In addition, you may have to wait until the following October to join.

For More Information About Your Options Under Medicare Prescription Drug Coverage...

More detailed information about Medicare plans that offer prescription drug coverage is in the “Medicare & You” handbook. You’ll get a copy of the handbook in the mail every year from Medicare. You may also be contacted directly by Medicare drug plans.

For more information about Medicare prescription drug coverage:

- Visit www.medicare.gov
- Call your State Health Insurance Assistance Program (see the inside back cover of your copy of the “Medicare & You” handbook for their telephone number) for personalized help
- Call 1-800-MEDICARE (1-800-633-4227). TTY users should call 1-877-486-2048.

If you have limited income and resources, extra help paying for Medicare prescription drug coverage is available. For information about this extra help, visit Social Security on the web at www.socialsecurity.gov, or call them at 1-800-772-1213 (TTY 1-800-325-0778).

Remember: Keep this Creditable Coverage notice. If you decide to join one of the Medicare drug plans, you may be required to provide a copy of this notice when you join to show whether or not you have maintained creditable coverage and, therefore, whether or not you are required to pay a penalty with higher premium.

Date: 1/1/2021

Name of Entity/Sender: G & W Equipment, Inc.

Contact--Position/Office: Kim Meltzer

Address: 600 Lawton Road

Charlotte, NC 28216

Phone Number: 980-321-4656

Annual Notices Required by Applicable Law

No Pre-Existing Condition Provisions

With the passage and implementation of the Affordable Care Act, individual and group health plans are prohibited from containing pre-existing condition limitations at renewals that occur on or after January 1, 2014. This group health plan does not restrict coverage for medical conditions present before an individual's enrollment.

Notice of Special Enrollment and Nondiscrimination Rights under HIPAA

Right to get special enrollment in another plan. If you are declining enrollment for yourself or your dependents (including your spouse) because of other health insurance or group health plan coverage, you may be able to enroll yourself and your dependents in this plan if you or your dependents lose eligibility for that other coverage (or if the employer stops contributing towards your or your dependents' other coverage). However, you must request enrollment within 30 days after your or your dependents' other coverage ends (or after the employer stops contributing toward the other coverage).

If you have a new dependent as a result of marriage, birth, adoption, or placement for adoption, you may be able to enroll yourself and your dependents. However, you must request enrollment within 30 days after the marriage, birth, adoption, or placement for adoption.

If you decline enrollment for yourself or for an eligible dependent (including your spouse) while Medicaid coverage or coverage under a state children's health insurance program is in effect, you may be able to enroll yourself and your dependents in this plan if you or your dependents lose eligibility for that other coverage. However, you must request enrollment within 60 days after your or your dependents' coverage ends under Medicaid or a state children's health insurance program.

If you or your dependents (including your spouse) become eligible for a state premium assistance subsidy from Medicaid or through a state children's health insurance program with respect to coverage under this plan, you may be able to enroll yourself and your dependents in this plan. However, you must request enrollment within 60 days after your or your dependents' determination of eligibility for such assistance.

To request special enrollment or obtain more information, contact Kim Meltzer at 980-321-4656 or kmeltzer@gwequip.com.

- ➔ Therefore, once your coverage ends, if you are eligible for coverage in another plan (such as a spouse's plan), you should request special enrollment as soon as possible.

Prohibition against discrimination based on a health factor. Under HIPAA, a group health plan may not keep you (or your dependents) out of the plan based on anything related to your health. Also, a group health plan may not charge you (or your dependents) more for coverage, based on health, than the amount charged a similarly situated individual.

For more information. If you have questions about your HIPAA rights, you may contact your state insurance department or the U.S. Department of Labor, Employee Benefits Security Administration (EBSA) toll-free at 1-866-444-3272 (for free HIPAA publications ask for publications concerning changes in health care laws). You may also contact the CMS publication hotline at 1-800-633-4227 (ask for "Protecting Your Health Insurance Coverage"). These publications and other useful information are also available on the Internet at: <http://www.dol.gov/ebsa>, the DOL's interactive web pages - Health Elaws, or <http://www.cms.gov/Regulations-and-Guidance/Health-Insurance-Reform/HealthInsReformforConsume/index.html>.

Newborn's and Mothers' Health Protection Act Notice

Under Federal and state law you have certain rights and protections regarding your maternity benefits under the Plan. Under the "Newborns' and Mothers' Health Protection Act of 1996" (Newborns' Act) group health plans and health insurance issuers generally may not restrict benefits for any hospital length of stay in connection with childbirth for the mother or newborn child to less than 48 hours following a vaginal delivery, or less than 96 hours following a cesarean section. However, federal law generally does not prohibit the mother's or newborn's attending provider, after consulting with the mother, from discharging the mother or her newborn earlier than 48 hours (or 96 hours as applicable). In any case, plans and issuers may not, under federal law, require that a provider obtain authorization from the plan or the issuer for prescribing a length of stay not in excess of 48 hours (or 96 hours).

Women's Health and Cancer Rights Act Annual Notice

Do you know that your plan, as required by the Women's Health and Cancer Rights Act of 1998, provides benefits for mastectomy-related services including all stages of reconstruction and surgery to achieve symmetry between the breasts, prostheses, and complications resulting from a mastectomy, including lymphedema? Call your plan administrator at 980-321-4656 for more information.

Michelle's Law Notice

Beginning January 1, 2010, if you have a dependent child older than age 18 who is enrolled at a post-secondary institution (e.g., college or university) on a full-time basis, he or she may be eligible to continue to be covered as a dependent if he or she loses full-time student status due to a serious injury or illness. In order to be eligible to continue coverage as a dependent under Michelle's Law:

- the dependent child must be enrolled in our group health plan based on full-time student status immediately before the first day of the medically necessary leave of absence;
- a doctor's written certification of the medically necessary leave of absence must be submitted to the health insurer; and
- proof of full-time student status before the leave of absence may also be required to be submitted to the health insurer.

Continued dependent coverage will be extended for at least one year after the first day of the leave of absence, but may end earlier if the dependent child does not meet the dependent eligibility requirements under our group health plan, such as meeting the limiting age for dependent eligibility under the plan. If dependent coverage under Michelle's Law ends, the dependent may be eligible for continuation coverage under the provisions of our group health plan.

If an eligible dependent remains enrolled in our group health plan under Michelle's Law, the dependent child will continue to be in the same medical benefit options that he or she was in prior to the medical leave of absence.

To obtain additional information about Michelle's Law, please contact:

Kim Meltzer, G & W Equipment, Inc.
600 Lawton Road
Charlotte, NC 28216
980-321-4656
kmeltzer@gwequip.com

Rescission of Coverage

Coverage may only be rescinded (meaning coverage retroactively revoked) due to fraud, intentional misrepresentation of a material fact, or due to failure to pay premiums. A 30-day advance notice is now required before coverage can be rescinded.

Notice on Dependent Child Coverage to Age 26

Name of Plan Sponsor: G & W Equipment, Inc.

Date of Notice: 1/1/2021

Under the Patient Protection and Affordable Care Act (“PPACA”), health plans are now required to offer dependent coverage for all children of enrolled employees up to age 26. This notice is being furnished to you in compliance with the requirements of the law.

- Children under age 26 who were not eligible, or whose coverage ended due to an age limitation or due to marriage, are eligible to enroll or re-enroll in the plan. Coverage begins on the first day of the plan year beginning thereafter.
- Children under age 26 are eligible for coverage without regard to student status, marital status, primary residence status, tax dependent status, or the amount of financial support from the parent.
- Coverage/premiums for children under age 26 will be the same as that offered to other dependent children.
- Coverage will end at the end of the month in which the child turns 26 years of age, or until coverage otherwise terminates as defined by the plan.

If you have any questions, or need the form to enroll a dependent child, please contact:

Kim Meltzer
980-321-4656
kmeltzer@gwequip.com

Patient Protection Disclosure

G & W Equipment, Inc. sponsors a Group Health Plan that may, in some situations, require or allow a beneficiary to designate a primary care provider. In the event that the ability or requirement to designate a primary care provider is a component of the benefit package:

- You have the right to designate any primary care provider who participates in our network and who is available to accept you or your family members.
- For children, you may designate a pediatrician as the primary care provider.

You do not need prior authorization from the Group Health Plan or from any other person (including a primary care provider) in order to obtain access to obstetrical or gynecological care from a health care professional in our network who specializes in obstetrics or gynecology. The health care professional, however, may be required to comply with certain procedures, including obtaining prior authorization for certain services, following a pre-approved treatment plan, or procedures for making referrals.

Until you make this designation, the claims administrator will designate one for you. For information on how to select a primary care provider, and to verify that the need or the option to designate a primary care physician applies to your benefits, as well as for a list of the participating primary care providers, contact the Kim Meltzer at 980-321-4656 or kmeltzer@gwequip.com.

Life Insurance Conversion Rights

What is the conversion privilege? The right of an individual insured under the G & W Equipment, Inc.'s Group Life Insurance policy to replace all or part of the Life Insurance Benefit with an individual policy if all or part of his coverage under the group policy terminates. No medical examination or other evidence of good health is required for a conversion policy.

The converted policy will be effective 31 days after coverage under the group policy terminates. This 31-day period is referred to as the conversion period. The group policy and your certificate may specify a different conversion period. If a person insured under the group policy dies within the conversion period, any death benefit provided by the group policy will be paid.

When can you convert? An individual eligible to convert, as described below, can convert during the conversion period, which follows immediately after the date s/he ceases to be eligible under the group policy.

Who is eligible to convert?

1. An Insured whose Life Insurance ends for any reason except for nonpayment of premiums is eligible to convert. If coverage ends because the group policy terminates, or because the class of insureds to which the insured belongs is terminated, the additional limitations, described below, apply.
2. An Insured whose Life Insurance is reduced or terminated because of age, retirement, or change in benefit amounts, is eligible to convert the amount reduced or terminated.
3. An Insured's covered dependent may convert if the dependent ceases to be eligible because the insured ceases to be eligible, or because the dependent ceases to be an eligible dependent, as defined in the Group Policy. Each dependent eligible to convert must complete an application for an individual policy.

How much can be converted?

1. An insured employee or an insured dependent, whose coverage terminates because the employee or the dependent ceases to be eligible under the group policy, may convert up to the amount of coverage terminating under the group policy.
2. If the group policy terminates, or if coverage for a class of employees terminates, insured employees and dependents who were covered under the group life insurance policy for at least three years may convert \$10,000 or the amount of terminating group insurance, if less. Insurance regulations in some states require that an insured be permitted to convert after being insured under the group policy for a shorter period, or be permitted to convert a greater amount of terminating coverage. Please consult your Group Insurance Certificate or your Plan Administrator for details of your eligibility and amounts of coverage available to you.

Who receives the insurance benefits in the event of the insured's death? The beneficiary(ies) named on the application will receive the death benefit of the insured person. If one person, the Primary Beneficiary, is named, that individual will receive the entire death benefit. If two or more persons are named, they will share equally in the death benefit unless a percentage is specified for each individual. A contingent beneficiary who will receive the benefits in case the Primary Beneficiary should die before or at the same time as the insured, may also be named. This should be indicated in a manner similar to this:

Primary Beneficiary: Marilyn Smith, wife*

Contingent Beneficiary: William P. Smith, Jr., son

** If a beneficiary is a married woman, use her given name, for example, Mary J. Smith and not Mrs. William*

Smith. If there is no relationship between the insured and the beneficiary, the application should indicate “no relationship” and the beneficiary’s address and social security number must be entered on the application.

What type of policy can you convert to? Conversion may be to any permanent Life Insurance Policy, except term insurance. Benefits other than pure life insurance (such as Waiver of Premium, AD&D or Accelerated Benefits) are not included in the individual policy (unless specified in the group contract).

How to apply for conversion

1. Complete Notice of the Right to Convert form (included within the Life Insurance Conversion packet in the group life insurance policy – you may need to request from your employer).
2. Select the amount of insurance you want to convert and indicate this amount on the application.
3. Calculate your premium for the amount you selected.
4. Send the completed application and premium payment to the address indicated in the packet. The premium payment should be by check or money order (do not send cash) and made payable as indicated in the packet.

GINA Notice

The Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers and other entities covered by GINA from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by law.

To comply with this law, we are asking that you not provide any genetic information when responding to any request for medical information. “Genetic information,” as defined by GINA, includes an individual’s family medical history, the results of an individual’s or family member’s genetic tests, the fact that an individual or an individual’s family member sought or received genetic services, and genetic information of a fetus carried by an individual or an individual’s family member or an embryo lawfully held by an individual or family member receiving assistive reproductive services. Further, you will not be subject to any adverse employment or benefit eligibility for failure to provide genetic information to your employer or group health plan.

USERRA Notice

The Uniformed Services Employment and Re-Employment Rights Act of 1994 (“USERRA”) established requirements that employers must meet for certain Employees who are involved in the Uniformed Services (defined below). In addition to the rights that you have under COBRA (described in the section on COBRA), you are entitled under USERRA to continue the coverage you had under this Plan.

Your rights under COBRA and USERRA are similar but not identical. Any election that you make pursuant to COBRA will also be an election under USERRA, and COBRA and USERRA will both apply with respect to the continuation coverage elected. If COBRA and USERRA give you (or your covered Spouse or Children) different rights or protections, the law that provides the greater benefit will apply. The administrative policies and procedures described in the COBRA section (for example, the procedures for how to elect COBRA coverage and for paying premiums for COBRA coverage) also apply to USERRA coverage. COBRA and USERRA coverage run concurrently.

“Uniformed Services” means the U.S. Armed Services (including the Coast Guard), the Army National Guard and the Air National Guard (when engaged in active duty for training, inactive duty training or Full-Time National

Guard duty), and the commissioned corps of the Public Health Service. Moreover, the President is authorized to expand the categories of Uniformed Services through the exercise of emergency or war powers.

“Service in the Uniformed Services” or “Service” means the performance of duty on a voluntary or involuntary basis in the Uniformed Services under competent authority, including active duty, active duty for training, inactive duty training, Full-Time National Guard duty and the time necessary for a person to be absent from employment for an examination to determine the fitness of the person to perform any of these duties.

Duration of USERRA Coverage and Premium Payments

General rule: 24-month maximum. When a Covered Person takes a leave for Service in the Uniformed Services, USERRA coverage for the Employee (and covered Spouses and Children for whom coverage is elected) begins the day after the Employee loses coverage under the Plan, and it continues for up to twenty-four (24) months. There are situations in which USERRA coverage will terminate before the maximum USERRA period expires.

COBRA and USERRA coverage are concurrent. This means that both COBRA coverage and USERRA coverage begin upon commencement of the Employee’s leave, and COBRA coverage continues for up to eighteen (18) months while USERRA coverage continues for up to twenty-four (24) months, up to six (6) months longer than COBRA. COBRA coverage (but not USERRA coverage) may continue for longer, as described in the COBRA section. For example, George takes a Leave of Absence for service in the Uniformed Services beginning on August 1, 2006. George elects COBRA/USERRA continuation coverage and pays the required one hundred two percent (102%) of the premium each month for the next eighteen (18) months. Although George’s COBRA coverage would terminate at the end of this eighteen (18) month period, USERRA coverage could continue for another six (6) months, unless coverage is terminated earlier due to non-payment of premiums or other permitted event.

If you elect to continue your health coverage (or your Spouse or Children’s coverage) pursuant to USERRA, you will be required to pay one hundred two percent (102%) of the full premium for the coverage elected (the same rate as COBRA). However, if your Uniformed Service Leave of Absence is less than thirty-one (31) days, you are not required to pay more than the amount that you pay as an active Employee for that coverage.

Notice Informing Individuals About Nondiscrimination and Accessibility Requirements and Nondiscrimination Statement

Discrimination is Against the Law. G & W Equipment, Inc. complies with applicable Federal civil rights laws and does not discriminate and does not exclude people or treat them differently on the basis of race, color, national origin, age, disability, or sex. G & W Equipment, Inc. provides free aids and services to people with disabilities to communicate effectively with us, such as:

- Qualified sign language interpreters
- Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as qualified interpreters and information written in other languages

If you need these services, contact Kim Meltzer at kmeltzer@gwequip.com or 980-321-4656.

If you believe that G & W Equipment, Inc. has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance in person or by mail, fax, or email with:

Kim Meltzer
G & W Equipment, Inc.

600 Lawton Road
Charlotte, NC 28216
kmeltzer@gwequip.com
980-321-4656

If you need help filing a grievance, Kim Meltzer is available to help you. You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue SW., Room 509F, HHH Building
Washington, DC 20201
800-868-1019
800-537-7697 (TDD)

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

Statement on Designation as a Hybrid Entity under HIPAA Regulations

Introduction: The Health Insurance Portability and Accountability Act (HIPAA) and its implementing regulations apply to individuals and organizations designated in the law/regulations as covered entities. These covered entities include: (1) group health plans; (2) health care providers who conduct certain transactions electronically, including but not limited to transmission of health care claims, health care payments, enrollment in a health plan, and referral authorizations; and (3) health care clearinghouses. Although G & W Equipment, Inc. ("Employer") does not primarily engage in any of these activities, some departments or employees of Employer may perform functions that bring them within the definition of a covered entity under HIPAA.

Organizations such as Employer that have both covered entity departments and non-covered entity departments may choose to be designated as hybrid entities. In this case, Employer must designate and include in its HIPAA "health care component" those departments that would meet the definition of a covered entity if they were separate legal entities. In this case, although Employer as a hybrid entity remains responsible for oversight, compliance, and enforcement obligations, the HIPAA requirements apply only to the health care component.

Designation of Health Care Components

Employer has designated certain units as constituting its healthcare components based on one or more of the following criteria:

- A department that would meet the definition of a covered entity if it were a separate legal entity.
- A department that performs covered functions or transactions under HIPAA.
- A department that performs activities that would make it a business associate if it were a separate legal entity.

Note: A business associate is a person or organization that performs or assists a covered entity in the performance of a function that involves the use or disclosure of protected health information on behalf of a covered entity.

The following department(s) have been designated as its health care components and are required to comply with any applicable HIPAA regulations:

- Schools & Universities:
 - Student Health Center, if its health care providers conduct any standard HIPAA transactions electronically, directly or through a vendor

- Counseling Center, if its health care providers conduct any standard HIPAA transactions electronically, directly or through a vendor
- Athletic Training Staff, if its health care providers conduct any standard HIPAA transactions electronically, directly or through a vendor
- Information Technology Services, to the extent any personnel use and disclose individually identifiable health information in providing administrative and support services to named departments.
- Business/Finance/Accounting Office, to the extent any personnel use and disclose individually identifiable health information in providing administrative and support services to named departments.
- Human Resources maintains employee health records (in its capacity as an employer which are excluded from the definitions of PHI under HIPAA) and various employee health insurance records (in its capacity as employer sponsor of a group health plan). Human Resources is not one of the employer’s health care components. The group health plans offered to those eligible to participate are separate legal entities covered by HIPAA, and have HIPAA compliance obligations separate and apart from Employer and are not health care components.

Designation of Privacy and Security Officers

Employer designates the following as the Privacy & Security Officer for its health care components:

Kim Meltzer
 980-321-4656
 kmeltzer@gwequip.com

Employer has designated the Privacy & Security Officer for its Group Health Plans, which is contained in the HIPAA Notice of Privacy Practices found in this Annual Notice Packet. Please refer to that document for details. For any questions about Employer's compliance with applicable HIPAA or state privacy and security laws and regulations regarding individually identifiable health information, please contact one of these officers.

Non-Retaliation Policy

Employer, its health care components and personnel shall not intimidate, threaten, coerce, discrimination against, or take other retaliatory action against anyone for exercising his/her right under the privacy regulations or participating in any process established by the privacy regulations; nor for filing a complaint, participating in an investigation or audit or review proceeding conducted by Employer or a government agency under the privacy regulations, or opposing any act or practice made unlawful by the privacy regulations. Any individual who believes that some form of retaliation under the privacy regulations has occurred or is occurring should report such concern to the relevant privacy officer designated above. The privacy officer will then conduct an investigation and, if the retaliation is substantiated, will impose sanctions in accordance with Employer’s confidentiality and information security policies.

Notice Regarding Wellness Program

G & W Equipment, Inc. sponsors a voluntary wellness program available to eligible employees. The program is administered in accordance with federal rules permitting employer-sponsored wellness programs that seek to improve employee health or prevent disease, including the Americans with Disabilities Act of 1990, the Genetic Information Nondiscrimination Act of 2008, and the Health Insurance Portability and Accountability Act, as applicable, among others.

If you choose to participate in the wellness program, you may be asked to complete a voluntary health risk assessment (“HRA”) that asks a series of questions about your health-related activities and behaviors and whether you have or had certain medical conditions (e.g., cancer, diabetes, or heart disease). You may also be asked to complete a biometric screening, which will include a blood test for various medical conditions that may impact your long-term health. The specific list of conditions will be provided when you are asked to complete the

biometric screening. You are not required to complete the HRA or to participate in the blood test or other medical examinations.

However, employees who choose to participate in the wellness program may receive an incentive for satisfying certain criteria, including some related to your specific health status compared to a goal or objective set through the wellness plan. Although you are not required to complete the HRA or participate in the biometric screening, only employees who do so will receive the incentive.

Additional incentives may be available for employees who participate in certain health-related activities or achieve certain health outcomes. If you are unable to participate in any of the health-related activities or achieve any of the health outcomes required to earn an incentive, you may be entitled to a reasonable accommodation or an alternative standard. You may request a reasonable accommodation or an alternative standard by contacting Kim Meltzer at 980-321-4656. Please do not email sensitive medical information.

The information from your HRA and the results from your biometric screening will be used to provide you with information to help you understand your current health and potential risks, and may also be used to offer you services through the wellness program (additional details on the wellness plan are available where you can access other benefit information, or from your benefits department). You also are encouraged to share your results or concerns with your own doctor.

Protections from Disclosure of Medical Information

We are required by law to maintain the privacy and security of your personally identifiable health information. Although the wellness program and G & W Equipment, Inc. may use aggregate information it collects to design a program based on identified health risks in the workplace, the wellness program administrator will never disclose any of your personal information either publicly or to the employer, except as necessary to respond to a request from you for a reasonable accommodation needed to participate in the wellness program, or as expressly permitted by law. Medical information that personally identifies you that is provided in connection with the wellness program will not be provided to your supervisors or managers and may never be used to make decisions regarding your employment.

Your health information will not be sold, exchanged, transferred, or otherwise disclosed except to the extent permitted by law to carry out specific activities related to the wellness program, and you will not be asked or required to waive the confidentiality of your health information as a condition of participating in the wellness program or receiving an incentive. Anyone who receives your information for purposes of providing you services as part of the wellness program will abide by the same confidentiality requirements. The only individual(s) who will receive your personally identifiable health information are the wellness plan administrator or its affiliates in order to provide you with services under the wellness program.

In addition, all medical information obtained through the wellness program will be maintained separate from your personnel records, information stored electronically will be encrypted, and no information you provide as part of the wellness program will be used in making any employment decision. Appropriate precautions will be taken to avoid any data breach, and in the event a data breach occurs involving information you provide in connection with the wellness program, we will notify you immediately.

You may not be discriminated against in employment because of the medical information you provide as part of participating in the wellness program, nor may you be subjected to retaliation if you choose not to participate.

If you have questions or concerns regarding this notice, or about protections against discrimination and retaliation, please contact Kim Meltzer at 980-321-4656 or by email at kmeltzer@gwequip.com. Please do not email sensitive medical information.

HIPAA Notice of Privacy Practices for Personal Health Information

THIS NOTICE DESCRIBES HOW MEDICAL INFORMATION ABOUT YOU MAY BE USED AND DISCLOSED AND HOW YOU CAN GET ACCESS TO THIS INFORMATION. PLEASE REVIEW IT CAREFULLY AND RETAIN A COPY FOR YOUR RECORDS.

Dear Employee:

This is your Notice of Privacy Practices from G & W Equipment, Inc. Welfare Benefits Plan (“Plan”). Please read it carefully. The Plan strongly believes in protecting the confidentiality and security of information we collect about you. This notice refers to the Plan as “us”, “we”, or “our”.

This notice describes how we protect the protected health information we have about you which relates to your the Plan’s benefits and how we may use and disclose this information. Protected Health Information includes individually identifiable information that relates to your past, present or future health, treatment or payment for health care services. This notice also describes your rights with respect to your Protected Health Information and how you can exercise those rights.

NOTICE OF PRIVACY PRACTICES

Under applicable law, the Plan is required to protect the privacy of your individual health information (which we refer to in this notice as “Protected Health Information” or “PHI”). PHI includes all information that relates to the past, present, or future physical or mental health of an individual; the provision of health care to an individual; and the past, present, or future payment for the provision of health care to an individual. We are required to provide you with this notice regarding our policies and procedures regarding your Protected Health Information, and to abide by the terms of this notice, as it may be updated from time to time.

USES AND DISCLOSURES OF PROTECTED HEALTH INFORMATION

We are permitted to make certain types of uses and disclosures under applicable law for treatment, payment, and healthcare operations purposes without obtaining your authorization.

For treatment purposes, we may use and disclose your PHI for the purpose of providing, coordinating, or managing the delivery of healthcare services to you by one or more healthcare providers, including doctors, nurses, technicians, medical students or other hospital personnel who are involved in taking care of you. For example, your primary care physician may consult with us regarding your condition or treatment. We do not limit the use or disclosure of your PHI for purposes of your care or treatment. Otherwise, we limit use and disclosure of PHI to that which is reasonably necessary for a permitted purpose. Disclosure for the work-related purposes (such as job-specific purposes permitted by the ADA, workplace safety and drug testing, or under the Family Medical Leave Act, if applicable), or for claims for benefits under workers’ compensation or disability are not protected by HIPAA or this notice.

For payment purposes, we may use and disclose your PHI to obtain payment or reimbursement for providing healthcare services, such as when we request payment from your insurer, health plan, or a government benefit program.

For healthcare operations purposes, we may use and disclose your PHI internally in a number of ways, including for quality assessment and improvement, for planning and development, management, and administration. Your information could be used, for example, to assist in the evaluation of the quality of services that you were provided. Healthcare operations also includes conducting training programs in which students, trainees or practitioners in areas of health care learn under supervision to practice or improve their skills.

- In addition, we may contact you to provide reminders or information about health-related benefits and services that may be of interest to you.
- Where applicable, we may disclose your health information to your health plan sponsor. This applies to a group health plan, a health insurance issuer, or a Health Maintenance Organization (HMO) with respect to a group health plan, and solely for the plan administration purposes and then only to those individuals who been designated to have access to the information, and who are aware of their special responsibilities to protect your PHI.

We may use and disclose your PHI, without your authorization, for treatment, payment, and health care operations purposes, with health care providers, health plans, and those that process health care claims, benefits and related information. We are also permitted to share your PHI, without your authorization, in the other limited instances.

We may also use or disclosure your PHI as permitted or required by law, including, for example:

- To public health authorities for the purposes of preventing or controlling disease or other public health needs;
- To appropriate government authorities to report incidents of suspected abuse, neglect, or domestic violence;
- To the Food and Drug Administration to report quality, safety, or effectiveness of the FDA-regulated products or activities;
- To qualified health authorities for purposes of conducting health oversight activities;
- In response to subpoenas, discovery requests, or other lawful legal processes in the course of a judicial or administrative proceeding;
- To law enforcement authorities as required or permitted by law such as, for example, to report a death, to report a crime on our premises, or if it appears necessary to alert law enforcement to respond to an emergency;
- To persons involved with respect to matters pertaining to a decedent, or relating to cadaveric organ, eye or tissue donation;
- In certain instances, for research purposes;
- We may disclose your PHI if we believe, in good faith, that it is necessary to prevent or lessen a serious and imminent threat to the health or safety of a person or the public; and
- We may disclose your PHI for certain specialized government functions such as, for example, to Armed Forces Authorities with reference to military personnel or for national security purposes.

Unless you object, we may also disclose to a member of your family or other relative, to a close personal friend, or to any other person identified by you, PHI that is directly relevant to that person's involvement with your care or payment related to your care. In addition, unless you object, orally or in writing, to another employee or our Privacy Officer, we may use or disclose the PHI to notify, identify, or locate a member of your family, your personal representative, another person responsible for your care, or certain disaster relief agencies of your location, general condition, or death. If you are incapacitated, there is an emergency, or you otherwise do not have the opportunity to object to this use or disclosure, we will do what in our judgment is in your best interest regarding such disclosure and will disclose only the information that is directly relevant to the person's involvement with your healthcare. We will also use our judgment and experience regarding your best interest in allowing people to pick up filled prescriptions, medical supplies, test results, or other similar actions involving disclosure of PHI.

Other uses and disclosures will be made only with your written authorization, and you may revoke your authorization by notifying us by contacting our Privacy Officer as described below. We may not sell your protected health information.

Contact Information. We are required to provide this Notice to you by the Health Insurance Portability and Accountability Act (HIPAA). For additional information regarding our HIPAA Medical Information Privacy Policy or our general privacy policies, please contact Kim Meltzer, or you may submit questions in writing directly to:

*G & W Equipment, Inc. Welfare Benefit Plan
Kim Meltzer
600 Lawton Road
Charlotte, NC 28216*

Changes to This Notice: We reserve the right to change the terms of this notice at any time. We reserve the right to make the revised or changed notice effective for PHI we already have about you as well as any PHI we receive in the future. You will receive a copy of any revised notice from the Plan by mail, email, hand delivery or other appropriate means.

G & W Equipment, Inc. Welfare Benefits Plan Summary Plan Description

Amended and Restated Effective
1/1/2021

1. Definitions

Capitalized terms used in the Plan have the following meanings:

“**Code**” means the Internal Revenue Code of 1986, as amended.

“**Employee**” means any common-law employee of the Plan Sponsor who satisfies the eligibility provisions of Section 4 and who is not excluded from participation by the terms of an applicable component benefit program.

“**ERISA**” means the Employee Retirement Income Security Act of 1974, as amended.

“**HIPAA**” means the Health Insurance Portability and Accountability Act of 1996, as amended.

“**Plan**” means G & W Equipment, Inc. Welfare Benefits Plan.

“**Plan Administrator**” means G & W Equipment, Inc..

“**Plan Sponsor**” means G & W Equipment, Inc., or any successor thereto.

“**USERRA**” means the Uniformed Services Employment and Reemployment Rights Act of 1994.

2. Introduction

The Plan Sponsor maintains the Plan for the exclusive benefit of its eligible employees and eligible dependents. The Plan provides benefits through the following component benefit programs:

Benefit	Included in Wrap Plan?	How Funded?	Vendor
Premium Only Conversion (POP) Plan	Yes	N/A	Self-Administered
Group Health Benefits	Yes	Self-Funded	Cigna
Group Dental Benefits	Voluntary	Fully-Insured	Cigna
Group Term Life Benefits	Group & Voluntary	Fully-Insured	Cigna
Vision Benefits	Voluntary	Fully-Insured	Cigna
Group Short-Term Disability Benefits	Group	Self-Funded	Self-Administered
Group Long-Term Disability Benefits	Group	Fully-Insured	Cigna
Flexible Spending Accounts	Yes	Self-Funded	Health Equity
Dependent Care Flexible Spending Accounts	No	Self-Funded	Health Equity
Health Reimbursement Arrangement	No	Self-Funded	Self-Administered
Cancer, Hospital Indemnity, Critical Illness	Voluntary	Fully-Insured	Cigna

Each of the component benefit programs is summarized by a certificate of insurance booklet issued by an insurer, a summary plan description (SPD) prepared specifically for that component benefit program, or another written governing document prepared by the Plan Sponsor. Some of these component benefit programs require completion of application forms, annual elections, and/or other administrative forms

Note: Not all of the component benefit programs are subject to ERISA. They are described as part of the Plan for purposes of convenience and because there may be other applicable laws (for example, the Internal Revenue Code) that require a written document.

Purpose of This Wrap SPD Document

You are being provided this document to give you an overview of the Plan and to address certain information that may not be addressed in Documents contained in the above URL. This document, together with the documents contained in the URL, is the SPD required by ERISA §102, but you must read the Documents and this Wrap SPD together to understand your benefits. This document is not intended to give you any substantive rights to benefits that are not already provided by the Documents. If you want to receive paper copies of the Documents contained in the above URL, contact the Human Resources Manager of G & W Equipment, Inc..

Electronic Forms

To facilitate efficient operation of the Plan, the Plan may allow forms (including, for example, election forms and notices), whether required or permissive, to be sent and/or made by electronic means.

3. General Information About the Plan

Plan Name

G & W Equipment, Inc. Welfare Benefits Plan

Type of Plan

The Plan is a welfare plan that provides those benefits identified in Section 2. Note: The Plan may also include benefits under other tax code sections (e.g. premium only conversion under Code §125), which are not subject to ERISA.

Plan Year

The Plan Year begins 1/1/2021 and ends December 31, 2021, and for each twelve month period thereafter.

Plan Number

The Plan number is 501.

Effective Date

The effective date of the Plan amendment/restatement is 1/1/2021. The Plan has been amended several times since its original effective date of 1/1/2015.

Plan Sponsor

G & W Equipment, Inc.
600 Lawton Road
Charlotte, NC 28216
980-321-4656

Employer Identification Number: 56-1630404

Funding Medium and Type of Plan Administration

Some benefits under the Plan are self-funded, and other benefits are fully insured (as listed in Section 2 of this Wrap Plan SPD). The Plan Sponsor and the insurers (as indicated) share responsibility for administering the component benefit programs under the Plan.

The Plan Sponsor is responsible for paying claims with respect to the self-funded component benefit programs. The insurers, not the Plan Sponsor, are responsible for paying claims with respect to the insured component benefit programs.

Insurance premiums for employees and their eligible family members are paid in part by the Plan Sponsor out of its general assets and in part by employees on a pre-tax basis. The Plan Administrator provides a schedule of the applicable premiums during the initial and subsequent open enrollment periods and upon request for each of the component benefit programs, as applicable. Contributions for the self-funded component benefit programs are also made by employees on a pre-tax basis through the cafeteria plan component benefit program under the Plan. Neither the Plan nor any of the component benefit programs offered through it have a trust.

Service Providers

Benefits are provided through third party administration for the following lines of coverage

Cigna

900 Cottage Grove Rd

Bloomfield, CT 06002

Phone: 800-997-1654

Website: www.mycigna.com

Lines of Coverage: Health Plan Administration
(including pharmacy benefit)

Health Equity

15 W. Scenic Pointe Dr.

Draper, UT 84020

(866) 346-5800

Administration of Flexible Spending Account
and Health Savings Account

Insurers

Benefits are provided through insurance contracts with the Insurers listed below.

Cigna

900 Cottage Grove Rd

Bloomfield, CT 06002

Phone: 800-997-1654

Website: www.mycigna.com

Lines of Coverage: Group Life AD&D, Long
Term Disability, Voluntary Life AD&D,
Voluntary Dental, Voluntary Vision, Critical
Illness

Plan Administrator and Named Fiduciary

G & W Equipment, Inc.

600 Lawton Road

Charlotte, NC 28216

Attention: Human Resources Manager

980-321-4656

kmeltzer@gwequip.com

Named Fiduciary (for Insured Benefit Claims)

For each of the insured component benefit programs, the applicable Insurer is a Named Fiduciary with respect to decisions regarding whether a claim for benefits will be paid under the insurance contract.

Agent for Service of Legal Process

President
G & W Equipment, Inc.
600 Lawton Road
Charlotte, NC 28216
980-321-4656

Service for legal process may also be made on the Plan Administrator.

Important Disclaimer

Benefits hereunder are provided pursuant to an insurance contract or governing written plan document adopted by the Plan Sponsor. If the terms of this Wrap SPD document conflict with the terms of such insurance contract or governing plan document, then the terms of the insurance contract or governing plan document will control, rather than this Wrap SPD document, unless otherwise required by law.

4. Eligibility and Participation Requirements

Eligibility and Participation

An eligible employee with respect to the Plan is any common-law employee of the Plan Sponsor who is eligible to participate in and receive benefits under one or more of the component benefit programs. The eligibility and participation requirements may vary depending on the particular component program and are described in the Plan Documents. You must satisfy the eligibility requirements under a particular component benefit program in order to receive benefits under that program (including completing any waiting period as noted in the Plan Documents). To determine whether you or your family members are eligible to participate in a component benefit program, please read the eligibility information contained in the Plan Documents for the applicable component benefit programs.

Eligibility to enroll on our group health plan may be impacted by your ACA Benefit Status, which is reflected in our counting policy. These rules, based on regulations adopted under the Affordable Care Act, are integrated into this Summary Plan Description to determine eligibility for full-time and other non-seasonal positions. Seasonal employees, if any, are not eligible to participate on the group health plan.

Application of Counting Policy Rules (ACA Eligibility for Health Plan)

Plan Sponsor has adopted a Counting Policy and Procedure to determine when a newly hired variable hour employee would become eligible, and also to adopt a measurement period to determine on a regular basis when each employee would either be determined to be eligible, to lose their eligibility or to continue their eligibility based on the 30 hour per week/130 hours per month thresholds mandated by the Affordable Care Act. Please refer to Plan Sponsor's Counting Policy to determine if you are subject to special eligibility determination.

Need for Enrollment: Time Limits

In general, eligible employees must complete an application form (available through the Human

Resources Manager of G & W Equipment, Inc.) to enroll themselves and/or their eligible dependents. New employees must generally enroll within certain time periods after being hired, as described in the Plan Documents. Thereafter, enrollment is generally limited to the annual open enrollment period that occurs before the beginning of each plan year.

Special Enrollment Rights

In certain circumstances and with respect to particular component benefit programs, enrollment may occur at times outside the open enrollment period (this is referred to as “special enrollment”), as explained in the Plan Documents. The Plan’s Special Enrollment Notice also contains important information about your potential special enrollment rights. Contact the Human Resources Manager of G & W Equipment, Inc. if you need another copy.

When Participation Begins

Once you, as an eligible employee, have completed the necessary enrollment paperwork, your coverage under the Plan may begin. Requirements may vary depending on the component benefit program. For information about when coverage begins, please read the eligibility and participation information contained in the Plan Documents.

Termination of Participation

In general, your coverage under this Plan ends on the day on which you terminate employment with the Plan Sponsor (but this day may be different based on the benefit plans and administrative rules). Coverage also terminates if you fail to pay your share of the premium, if your hours drop below the required eligibility threshold, if you submit false claims, lose eligibility and for certain other reasons described in the Plan Documents. Coverage for your eligible and enrolled dependents stops when your coverage stops and for other reasons specified in the Plan Documents (for example, divorce or a dependent’s attaining age limit). Coverage also ceases for participants upon termination of the Plan.

Coverage under a particular component benefit program stops according to the terms and conditions reflected in the Plan Documents. Note that termination of coverage under a particular component benefit program does not necessarily mean your coverage under the Plan in general terminates. You may still have coverage under another component benefit program.

5. Summary of Plan Benefits

Available Benefits and Contributions

In general, the cost of the benefits provided through the component benefit programs will be funded in part by Company contributions and in part by pre-tax employee contributions. The Plan Sponsor will determine and periodically communicate your share of the cost of the benefits provided through each component benefit program, and the Plan Sponsor may change that determination at any time.

The Plan Sponsor will make its contributions in an amount that (in the Plan Sponsor’s sole discretion) is at least sufficient to fund the benefits or a portion of the benefits that are not otherwise funded by your contributions. With respect to the insured component benefit programs, the Plan Sponsor will remit its contribution and your contributions to the insurer. With respect to benefits that are self-funded, the Plan Sponsor will use these contributions to pay benefits directly to (or on behalf of) you or your eligible family members from the Plan Sponsor’s general assets. Your contributions toward the cost of a particular benefit will be used in their entirety prior to using Company contributions to pay for the cost of such benefit.

What you pay toward the cost of your benefits, if applicable, are included as an Appendix to this Wrap Plan Summary Plan Description (SPD).

Qualified Medical Child Support Orders

With respect to the component benefit programs, the Plan extends benefits to an employee's non-custodial child, as required by any qualified medical child support order (QMCSO), under ERISA §609(a). The Plan has procedures for determining whether an order qualifies as a QMCSO. Participants and beneficiaries can obtain, without charge, a copy of such procedures from the Human Resources Manager of G & W Equipment, Inc..

Administrative Requirements and Timelines

As described in the Plan Documents, there may be other reasons that a claim for benefits is not paid, or is not paid in full. For example, claims must generally be submitted for payment within a certain period of time, and failure to submit within that time period may result in the claim being denied. In this regard, please consult the benefit materials referenced above.

6. How the Plan Is Administered

Plan Operations

Because benefits under the Plan are provided both through insurance contracts and on a self-funded basis, the Plan is administered by G & W Equipment, Inc. and, where applicable, the insurers.

Plan Administration

G & W Equipment, Inc. is the Plan Administrator. As the Plan Administrator, G & W Equipment, Inc. is responsible for satisfying certain legal requirements under ERISA with respect to the Plan (for example, distributing SPDs). The Human Resources Manager of G & W Equipment, Inc. is the person who acts on behalf of the Plan Administrator. G & W Equipment, Inc. has agreed to indemnify the Human Resources Manager for any liability that he or she incurs as a result of acting on behalf of the Plan Administrator, unless such liability is due to his or her gross negligence or misconduct.

The principal duty of the Plan Administrator is to see that the Plan functions according to its terms, and for the exclusive benefit of persons entitled to participate in the Plan. The administrative duties of the Plan Administrator include, but are not limited to, interpreting the Plan, prescribing applicable procedures, determining eligibility for and the amount of benefits, authorizing benefit payments, and gathering information necessary for administering the Plan. The Plan Administrator may delegate any of these administrative duties among one or more persons or entities, provided that such delegation is in writing, expressly identifies the delegate(s), and expressly describes the nature and scope of the delegated responsibility. The Plan Administrator has the discretionary authority to interpret the Plan to make eligibility and benefit determinations as it may determine in its sole discretion. The Plan Administrator also has the discretionary authority to make factual determinations as to whether any individual is entitled to receive any benefits under the Plan. The Plan Sponsor will bear its incidental costs of administering the Plan.

Power and Authority of Insurer(s)

Certain benefits under the Plan are fully insured. Benefits are provided under a group insurance contract entered into between G & W Equipment, Inc. and the applicable Insurer. For those benefits, claims are sent to the applicable Insurer, who is responsible for determining and paying claims, not G & W Equipment, Inc.. The applicable Insurer is responsible for (a) determining eligibility for a benefit and the amount of any benefits payable under the Plan; and (b) providing the claims procedures to be followed and the claims forms to be used by eligible individuals pursuant to the Plan. As Named Fiduciary for benefit determinations, the applicable Insurer has the discretionary authority to interpret the Plan in order to make benefit determinations. The Insurer also has the authority to require eligible individuals to furnish them with such information as they determine necessary for the proper administration of the Plan.

Your Questions

If you have any general questions regarding the Plan (including, for example, whether you are eligible to

participate in the Plan or a particular component benefit program offered through the Plan, or the amount of any benefit payable under the self-funded component benefit plans), please contact the Human Resources Manager, who acts on behalf of the Plan Administrator. If you have any question regarding your eligibility for, or the amount of, any benefit payable under the fully insured component benefit plans, please contact the appropriate Insurer.

7. Circumstances That May Affect Benefits

Denial, Recovery, or Loss of Benefits

Your benefits (and the benefits of your eligible family members) will cease when your participation in the Plan terminates. See Section 4. Your benefits will also cease upon termination of the Plan.

Other circumstances can result in the termination, reduction, recovery (through subrogation or reimbursement), or denial of benefits. For example, benefits may be denied if you have a preexisting condition (but not health benefits) or must incur costs within the exclusionary period under the certain benefit programs. See the referenced documents for additional details.

8. Amendment or Termination of the Plan

Amendment or Termination

G & W Equipment, Inc., as the sponsor of the Plan, has the general right to amend or terminate the Plan at any time. The Plan may be amended or terminated by a written instrument signed by the G & W Equipment, Inc. President or the Human Resources Manager, both of whom are authorized to amend or terminate the Plan and to sign insurance contracts with the insurers, including amendments to those contracts. Note, for this purpose, that an insurance contract is not necessarily the same as the Plan. (An insurance contract is how benefits under a particular component program offered through the Plan are provided.) Consequently, termination of an insurance contract does not necessarily terminate the Plan.

G & W Equipment, Inc., as Plan Sponsor, has the right to amend or terminate the Plan at any time. The Plan may be amended or terminated by a written instrument duly adopted by Plan Sponsor or any of its delegates.

The Human Resources Manager of G & W Equipment, Inc. may sign insurance contracts for the Plan on behalf of the Plan Sponsor, including amendments to those contracts, and may adopt (by a written instrument) amendments to the Plan that he or she considers to be administrative in nature or advisable in order to comply with applicable law.

9. No Contract of Employment

No Contract of Employment

The Plan is not intended to be, and may not be construed as constituting, a contract or other arrangement between you and the Plan Sponsor to the effect that you will be employed for any specific period of time.

10. Claims Procedures

Claims for Fully Insured Benefits

For purposes of determining the amount of, and entitlement to, benefits of the component benefit programs provided under insurance or contracts, the respective insurer is the named fiduciary under the Plan, with the full power to interpret and apply the terms of the Plan as they relate to the benefits provided under the applicable insurance contract.

To obtain benefits from the insurer of a component benefit program, you must follow the claims

procedures under the applicable insurance contract, which may require you to complete, sign, and submit a written claim on the insurer's form. (See the Plan Documents for more information.)

The insurer will decide your claim in accordance with its reasonable claims procedures, as required by ERISA (if ERISA applies) and other applicable law. The insurer has the right to secure independent medical advice and to require such other evidence as it deems necessary in order to decide your claim. If the insurer denies your claim in whole or in part, you will receive a written notification setting forth the reason(s) for the denial.

If your claim is denied, you may appeal to the insurer for a review of the denied claim. The insurer will decide your appeal in accordance with its reasonable claims procedures, as required by ERISA (if ERISA applies) and other applicable law. If you do not appeal on time, you will lose your right to file suit in a state or federal court, because you will not have exhausted your internal administrative appeal rights (which generally is a prerequisite to bringing suit in state or federal court). Note that under certain circumstances, you may also have the right to obtain external review (that is, review outside of the Plan). (See the Plan Documents for more information.)

Claims for Self-Funded Benefits

For purposes of determining the amount of, and entitlement to, benefits under the component benefit programs provided through the Plan Sponsor's general assets, the Plan Administrator is the named fiduciary under the Plan, with the full power to make factual determinations and to interpret and apply the terms of the Plan as they relate to the benefits provided through a self-funded arrangement.

To obtain benefits from a self-funded arrangement, you must complete, execute, and submit to the Plan Administrator a written claim on the form available from the Plan Administrator. The Plan Administrator has the right to secure independent review and to require such other evidence as it deems necessary to decide your claim.

The Plan Administrator will decide your claim in accordance with reasonable claims procedures, as required by ERISA. If the Plan Administrator denies your claim in whole or in part, then you will receive a written notification setting forth the reason(s) for the denial. (See the Plan Documents for more information.)

If your claim is denied, you may appeal to the Plan Administrator for a review of the denied claim. The Plan Administrator will decide your appeal in accordance with reasonable claims procedures, as required by ERISA. If you do not appeal on time, you will lose your right to file suit in a state or federal court, because you will not have exhausted your internal administrative appeal rights (which generally is a prerequisite to bringing a suit in state or federal court).

See the referenced materials for information about how to appeal a denied claim and for details regarding the insurer's appeals procedures.

11. Statement of ERISA Rights

Note that certain benefits are not covered by ERISA and this Statement of ERISA Rights does not apply to those benefit programs under this Plan.

Your Rights

As a participant in the Plan, you are entitled to certain rights and protections under the Employee Retirement Income Security Act of 1974 (ERISA). ERISA provides that all plan participants shall be entitled to:

Receive Information About Your Plan and Benefits

Examine, without charge, at the Plan Administrator's office and at other specified locations, such as worksites, all documents governing the Plan, including insurance contracts, and a copy of the latest annual report (Form 5500 Series, if required) filed by the Plan with the U.S. Department of Labor and available at the Public Disclosure Room of the Employee Benefits Security Administration.

Obtain, upon written request to the Plan Administrator, copies of documents governing the operation of the Plan, including insurance contracts and copies of the latest annual 5500 report (if required) and updated summary plan description (SPD). The Plan Administrator may make a reasonable charge for the copies.

Receive a summary of the Plan's annual Form 5500, if any is required by ERISA to be prepared, in which case G & W Equipment, Inc., as Plan Administrator, is required by law to furnish each participant with a copy of this summary annual report.

Prudent Actions by Plan Fiduciaries

In addition to creating rights for Plan participants, ERISA imposes duties upon the people who are responsible for the operation of the employee benefit plan. The people who operate your Plan, called "fiduciaries" of the Plan, have a duty to do so prudently and in the interest of you and other Plan participants and beneficiaries. No one, including your employer or any other person, may fire you or otherwise discriminate against you in any way to prevent you from obtaining a Plan benefit or exercising your rights under ERISA.

Enforce Your Rights

If your claim for a welfare benefit is denied or ignored, in whole or in part, you have a right to know why this was done, to obtain copies of documents relating to the decision without charge, and to appeal any denial, all within certain time schedules. Under ERISA, there are steps that you can take to enforce the above rights. For instance, if you request a copy of Plan documents or the latest annual report (Form 5500, for plans with 100 or more participating employees), from the Plan and do not receive them within 30 days, you may file suit in a federal court. In such a case, the court may require G & W Equipment, Inc., as Plan Administrator, to provide the materials and pay you up to \$110 per day until you receive the materials, unless the materials were not sent because of reasons beyond the control of the administrator. If you have a claim for benefits which is denied or ignored in whole or in part, and if you have exhausted the claims procedures available to you under the Plan (discussed in Section 10), you may file suit in a state or federal court.

If it should happen that Plan fiduciaries misuse the Plan's money, or if you are discriminated against for asserting your rights, you may seek assistance from the U.S. Department of Labor, or you may file suit in a federal court. The court will decide who should pay court costs and legal fees. If you are successful, the court may order the person you have sued to pay these costs and fees. If you lose, the court may order you to pay these costs and fees, for example, if it finds your claim is frivolous.

Assistance with Your Questions

If you have any questions about your Plan, you should contact the Plan Administrator. If you have any

questions about this statement or about your rights under ERISA, or if you need assistance in obtaining documents from the Plan Administrator, you should contact the nearest office of the Employee Benefits Security Administration, U.S. Department of Labor (listed in your telephone directory) or contact the Division of Technical Assistance and Inquiries, Employee Benefits Security Administration, U.S. Department of Labor, 200 Constitution Avenue N.W., Washington, D.C. 20210. You may also obtain certain publications about your rights and responsibilities under ERISA by calling the publications hotline of the Employee Benefits Security Administration.

APPENDIX A

Your Premium Conversion Plan—A Brief Description

G & W Equipment, Inc. has established a Premium Conversion Plan, which lets you pay for your employer-sponsored benefits with pre-tax dollars. This is a tax benefit, the effect of which is to lower the cost to you of your premiums for employer-sponsored medical insurance.

This is a brief description of the Premium Conversion Plan. The Premium Conversion Plan is governed by an official plan document. If there are any differences between this description and the official plan document, the official plan document will govern.

What is the Premium Conversion Plan and how does it work?

The Premium Conversion Plan is set up under Section 125 of the Internal Revenue Code and provides you with a tax benefit. This is how it works: A portion of your pay is withheld by G & W Equipment, Inc. for the purpose of paying your share of your medical premium. The money withheld for premiums is not subject to federal income, Medicare, or Social Security (FICA) taxes, and in most cases, state and local taxes. Accordingly, you will save on most federal, state, and local taxes (the exact savings depends upon your tax bracket and your state of residence). Here’s an example:

John earns \$2500 each month. His federal income tax bracket is 15%, his FICA tax rate is 7.65%, and his state income tax rate is 4.75%, for a total tax rate of 27.4%. His employer sponsors a medical plan, and employees must contribute \$300 per month for employee only coverage. By paying for his portion of the premiums with pre-tax dollars, John’s take-home pay only decreases by \$217.80 each month. John saves \$82.20 by paying for his share of the premiums with pre-tax dollars.

	If John pays for his share of his coverage with after-tax dollars	If John participates in the premium conversion plan and pays with pre-tax dollars
Gross monthly income	\$2,500	\$2,500
Pre-tax deduction for employee share of medical premiums	0	\$300
Taxable income for the month	\$2,500	\$2,200
Taxes (taxable income multiplied)	\$685	\$602.80

by total tax rate of 27.4%)		
Net pay for the month	\$1,815	\$1,597.20
After-tax payment of employee share of medical premiums	\$300	0
Take-home pay after employee contribution for medical coverage	\$1,515	\$1,597.20 (savings of \$82.20)

Am I eligible to participate?

You are eligible to participate in the Premium Conversion Plan if you are a common law employee of G & W Equipment, Inc. and satisfy the minimum hour requirements and waiting period for new employees.

You are not eligible to participate if your employer determines that you are:

- Self-employed
- An independent contractor
- A consultant or advisor

May premiums for my family's coverage be paid by Premium Conversion?

Generally, yes—but there is an exception. Under IRS rules, pre-tax dollars may only be used to pay for the premiums of someone who is your dependent, as defined under the Internal Revenue Code. If an individual is a dependent for purposes of your medical coverage but not a dependent as defined by the Internal Revenue Code, your payments toward that individual's coverage may not be paid with pre-tax dollars through this Premium Conversion Plan but must be paid instead on an after-tax basis. You may want to consult your tax advisor for information about whether someone is your tax dependent. G & W Equipment, Inc. may ask for information about the tax status of your dependents to ensure that you comply with the terms of the Premium Conversion Plan.

How do I enroll?

You are automatically enrolled in the Premium Conversion Plan as of the day the Premium Conversion Plan is established, or your date of hire if you are hired after the Premium Conversion Plan is established. Your participation will continue automatically unless you elect not to participate.

Can I choose not to participate in the Premium Conversion Plan?

Yes. To opt-out of the Premium Conversion Plan, you need to complete a written waiver/election form and return it to G & W Equipment, Inc.'s Human Resources Department. If you do not pay federal income tax, you should consider waiving participation in the Premium Conversion Plan (but your contributions will still be treated as post-tax for the purpose of FICA obligations).

How does participation in the Premium Conversion Plan affect my other benefits, such as Social Security?

Participating in the Premium Conversion Plan could slightly lower your Social Security benefit. This is because your Social Security benefit is calculated based on your taxable earnings. Participating in the Premium Conversion Plan will reduce your taxable earnings and accordingly affect your Social Security benefit calculation. You may experience a similar effect on other benefits such as life insurance, disability, or pension benefits, depending upon how these other benefits define compensation. If these benefits, like Social Security, are calculated based on your taxable earnings, your participation in the Premium Conversion Plan could result in lower benefits.

May I change my Premium Conversion Plan participation?

Each year, we will have an open enrollment period during which you may change your participation in the Premium Conversion Plan. During open enrollment, you may elect to participate if you haven't been doing so, you may cancel your participation, or you may make a change to your election—such as increasing your participation level to add a dependent to your medical coverage.

Except for annual open enrollment, you cannot change your Premium Conversion Plan participation unless you experience a “change in status” as defined by the Internal Revenue Service. If you experience a change in status, you may only change your participation status within 30 days of the event, and your requested change must be consistent with the change in status that you experience.

The following is a list of changes in status that may allow you to make a change to your elections.

- **Legal marital status:** Any event that changes your legal marital status, including marriage, divorce, death of a spouse, legal separation, and annulment.
- **Number of eligible dependents:** Any event that changes your number of eligible dependents including birth, death, adoption, legal guardianship, and placement for adoption.
- **Employment status:** Any event that changes your or your eligible dependents' employment status that results in gaining or losing eligibility for coverage. Examples include:
 - Beginning or ending employment;
 - A strike or lockout;
 - Starting or returning from an unpaid leave of absence;
 - Changing from part-time to full-time employment or vice versa; and
 - A change in work location.
- **Dependent status:** Any event that causes your dependents to become eligible or ineligible for coverage because of age, student status, or similar circumstances.
- **Residence:** A change in the place of residence for you or your eligible dependents if the change results in your or your eligible dependents living outside your medical or dental plan's network service area.
- **Loss of Other Coverage:** If you decline enrollment for yourself or your eligible dependents because of other health insurance or group health plan coverage, you may be able to enroll yourself and your eligible dependents in the Premium Conversion Plan if you or your eligible dependents lose eligibility for that other coverage (or if the other employer stops contributing towards your or your dependents' other coverage).
- **Government coverage:** If you or your eligible dependents become entitled to or lose entitlement to Medicare or Medicaid, or lose entitlement to certain other governmental group medical programs.

Please note that in order to change your benefit elections due to a change in status, you may be required to show proof verifying that these events have occurred (e.g., copy of marriage or birth certificate, or divorce decree, etc.)

What happens if I take a leave of absence or terminate employment?

If you take a leave of absence, you may be able to revoke your election. See your employer about information about your rights. If you stop working for your employer, whatever the reason, your participation in the Premium Conversion Plan will automatically terminate. This means that any premiums for medical coverage after you stop working must be paid with after-tax dollars.

Continuation Coverage Rights Under COBRA

Introduction

This notice contains important information about your right to COBRA continuation coverage, which is a temporary extension of coverage under the Plan. **This notice generally explains COBRA continuation coverage, when it may become available to you and your family, and what you need to do to protect the right to receive it.**

The right to COBRA continuation coverage was created by a federal law, the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). COBRA continuation coverage can become available to you when you would otherwise lose your group health coverage. It can also become available to other members of your family who are covered under the Plan when they would otherwise lose their group health coverage. For additional information about your rights and obligations under the Plan and under federal law, you should review the Plan's Summary Plan Description or contact the Plan Administrator.

What is COBRA Continuation Coverage?

COBRA continuation coverage is a continuation of Plan coverage when coverage would otherwise end because of a life event known as a "qualifying event." Specific qualifying events are listed later in this notice. After a qualifying event, COBRA continuation coverage must be offered to each person who is a "qualified beneficiary." You, your spouse, and your dependent children could become qualified beneficiaries if coverage under the Plan is lost because of the qualifying event. Under the Plan, qualified beneficiaries who elect COBRA continuation coverage must pay for COBRA continuation coverage.

If you are an employee, you will become a qualified beneficiary if you lose your coverage under the Plan because either one of the following qualifying events happens:

- Your hours of employment are reduced, or
- Your employment ends for any reason other than your gross misconduct.

A spouse of an employee will become a qualified beneficiary if they lose your coverage under the Plan because any of the following qualifying events happens:

- Your spouse dies;
- Your spouse's hours of employment are reduced;
- Your spouse's employment ends for any reason other than his or her gross misconduct;
- Your spouse becomes entitled to Medicare benefits (under Part A, Part B, or both); or
- You become divorced or legally separated from your spouse.

Your dependent children will become qualified beneficiaries if they lose coverage under the Plan because any of the following qualifying events happens:

- The parent-employee dies;
- The parent-employee's hours of employment are reduced;
- The parent-employee's employment ends for any reason other than his or her gross misconduct;
- The parent-employee becomes entitled to Medicare benefits (Part A, Part B, or both);
- The parents become divorced or legally separated; or
- The child stops being eligible for coverage under the plan as a "dependent child."

When is COBRA Coverage Available?

The Plan will offer COBRA continuation coverage to qualified beneficiaries only after the Plan Administrator has been notified that a qualifying event has occurred. When the qualifying event is the end of employment or reduction of hours of employment, death of the employee, or the employee's becoming entitled to Medicare benefits (under Part A, Part B, or both), the employer must notify the Plan Administrator of the qualifying event.

You Must Give Notice of Some Qualifying Events

For the other qualifying events (divorce or legal separation of the employee and spouse or a dependent child's losing eligibility for coverage as a dependent child), you must notify the Plan Administrator within 60 days after the qualifying event occurs. You must provide this notice to Kim Meltzer, G & W Equipment, Inc., 980-321-4656 or kmeltzer@gwequip.com.

How is COBRA Coverage Provided?

Once the Plan Administrator receives notice that a qualifying event has occurred, COBRA continuation coverage will be offered to each of the qualified beneficiaries. Each qualified beneficiary will have an independent right to elect COBRA continuation coverage. Covered employees may elect COBRA continuation coverage on behalf of their spouses, and parents may elect COBRA continuation coverage on behalf of their children.

COBRA continuation coverage is a temporary continuation of coverage. When the qualifying event is the death of the employee, the employee's becoming entitled to Medicare benefits (under Part A, Part B, or both), your divorce or legal separation, or a dependent child's losing eligibility as a dependent child, COBRA continuation coverage lasts for up to a total of 36 months. When the qualifying event is the end of employment or reduction of the employee's hours of employment, and the employee became entitled to Medicare benefits less than 18 months before the qualifying event, COBRA continuation coverage for qualified beneficiaries other than the employee lasts until 36 months after the date of Medicare entitlement. For example, if a covered employee becomes entitled to Medicare 8 months before the date on which his employment terminates, COBRA continuation coverage for his spouse and children can last up to 36 months after the date of Medicare entitlement, which is equal to 28 months after the date of the qualifying event (36 months minus 8 months). Otherwise, when the qualifying event is the end of employment or reduction of the employee's hours of employment, COBRA continuation coverage generally lasts for only up to a total of 18 months. There are two ways in which this 18-month period of COBRA continuation coverage can be extended.

- **Disability extension of 18-month period of continuation coverage.** If you or anyone in your family covered under the Plan is determined by the Social Security Administration to be disabled and you notify the Plan Administrator in a timely fashion, you and your entire family may be entitled to receive up to an additional 11 months of COBRA continuation coverage, for a total maximum of 29 months. The disability would have to have started at some time before the 60th day of COBRA continuation coverage and must last at least until the end of the 18-month period of continuation coverage.

- **Second qualifying event extension of 18-month period of continuation coverage.** If your family experiences another qualifying event while receiving 18 months of COBRA continuation coverage, the spouse and dependent children in your family can get up to 18 additional months of COBRA continuation coverage, for a maximum of 36 months, if notice of the second qualifying event is properly given to the Plan. This extension may be available to the spouse and any dependent children receiving continuation coverage if the employee or former employee dies, becomes entitled to Medicare benefits (under Part A, Part B, or both), or gets divorced or legally separated, or if the dependent child stops being eligible under the Plan as a dependent child, but only if the event would have caused the spouse or dependent child to lose coverage under the Plan had the first qualifying event not occurred.

If You Have Questions

Questions concerning your Plan or your COBRA continuation coverage rights should be addressed to the contact or contacts identified below. For more information about your rights under ERISA, including COBRA, the Health Insurance Portability and Accountability Act (HIPAA), and other laws affecting group health plans, contact the nearest Regional or District Office of the U.S. Department of Labor's Employee Benefits Security Administration (EBSA) in your area or visit the EBSA website at www.dol.gov/ebsa. (Addresses and phone numbers of Regional and District EBSA Offices are available through EBSA's website.)

Keep Your Plan Informed of Address Changes

In order to protect your family's rights, you should keep the Plan Administrator informed of any changes in the addresses of family members. You should also keep a copy, for your records, of any notices you send to the Plan Administrator.

Plan Contact Information

G & W Equipment, Inc.
Kim Meltzer
980-321-4656
kmeltzer@gwequip.com

