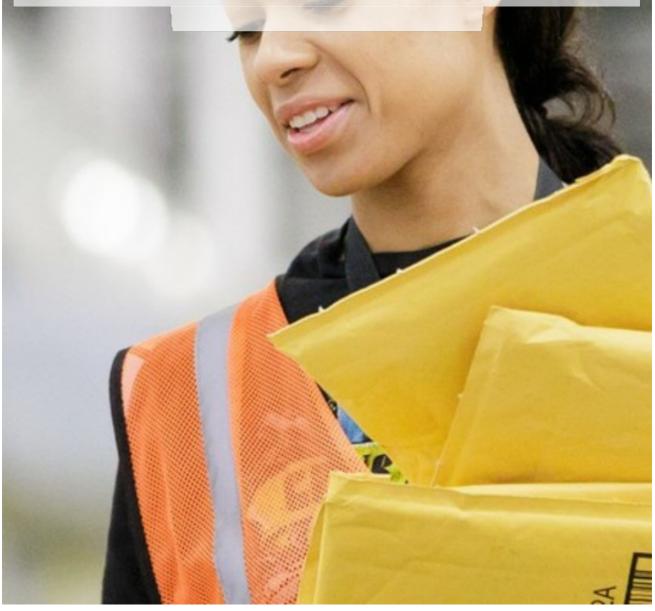
Paid Time Off for U.S. Amazon Employees*



Regular time away from work is essential for employees to recharge and renew. Employees earn paid time off in addition to company paid holidays.

*The following paid time off information is for Class F (40 hours/week), Class R (30-39 hours/week), and Class H (20-29 hours/week) Amazon employees excluding those who work in California.

Vacation

You are eligible to receive paid vacation time. Paid vacation time is accrued on a per pay-period basis. The amounts shown below are annualized accrual amounts.

Annual Accrual Rates for Hourly Employees

Years Worked	Part Time	Reduced Time	Full Time
	(20-29 hours per week)	(30-39 hours per week)	(40+ hours per week)

0-1	20 hours/ 2.5 days	30 hours/ 3.75 days	40 hours/ 5 days
1-2	40 hours/ 5.0 days	60 hours/ 7.5 days	80 hours/ 10 days
2-3	44 hours/ 5.5 days	66 hours/ 8.0 days	88 hours/ 11 days
3-4	48 hours/ 6.0 days	72 hours/ 9.0 days	96 hours/ 12 days
4-5	52 hours/ 6.5 days	78 hours/ 9.75 days	104 hours/ 13 days
5-6	56 hours/ 7.0 days	84 hours/ 10.5 days	112 hours/ 14 days
6+	60 hours/ 7.5 days	90 hours/ 11.25 days	120 hours/ 15 days

Annual Accrual Rates for Salaried Employees

Years Worked	Part Time	Reduced Time	Full Time
	(20-29 hours per week)	(30-39 hours per week)	(40+ hours per week)
0-1	40 hours/ 5 days	60 hours/ 7.50 days	80 hours/ 10 days
1-6	60 hours/ 7.50 days	90 hours/ 11.25 days	120 hours/ 15 days
6+	80 hours/ 10 days	120 hours / 15 days	160 hours/ 20 days

Personal Time

You are eligible to receive paid personal time. You will accrue paid personal time on the last day of your first pay period (and January 1 in subsequent years) and the remainder spread out over the remaining 11 bi-weekly pay periods (5 pay periods if you are paid monthly). The amounts below reflect the annualized grant amounts you are eligible to receive:

Part Time	Reduced Time	Full Time
(20-29 hours per week)	(30-39 hours per week)	(40+ hours per week)
24 hours / 3 days	36 hours / 4.5 days	48 hours / 6 days

Sick Time

Amazon grants paid sick time based on local, city and state ordinances.

Holidays

In general, Amazon employees receive seven paid holidays:

- 1. New Year's Day
- 2. Martin Luther King Jr. Day
- 3. Memorial Day
- 4. Independence Day
- 5. Labor Day
- 6. Thanksgiving Day
- 7. Christmas Day

Leaves of Absence

In general, leaves of absence are available to eligible employees for time off due to a qualifying medical condition, or that of a qualified family member. This can include the birth or adoption of a new child, personal reasons, the death of a member of your immediate family, jury/witness duty, military reasons, or other reasons provided under various laws. Most leaves are unpaid, except some pregnancy and parental leaves, and some

portions of jury/witness, military, and bereavement leaves. All leaves have various length limits, and some leave types may require certification and/or the approval of your manager or Human Resources. For more information, refer to the Benefits Overview for U.S. Amazon Employees page.

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