



Paid Time Off Allowance

At Home believes that Team Members should have opportunities to enjoy time away from work to help balance their lives. For this reason, At Home provides paid time off (PTO), which combines vacation, sick days, a family member’s illness, personal business, inclement weather, and any other personal time off. PTO benefits are for regular, full-time Team Members scheduled to work thirty (30) or more hours per week. The amount of PTO is based on weekly standard hours along with the number of years of service with At Home.

The amount of PTO days is based on a full-time or salaried Team Member’s tenure with At Home and is set forth in the following schedule:

Full-Time Salaried			Full-Time Hourly		
Tenure	Annual PTO Grant (Hours)	Annual PTO Grant (Days)	Tenure	Annual PTO Grant (Hours)	Annual PTO Grant (Days)
0-5 years	120	15	0-2 years	80	10
5-10 years	160	20	2-5 years	120	15
10+ years	200	25	5+ years	160	20

*Please see the Team Member Handbook on the [Team Member Portal](#) for more specifics and policy details.