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14	Attorneys for PLAINTIFF	
15		E STATE OF CALIFORNIA
16	IN AND FOR THE CO	UNTY OF SAN DIEGO
17	JUNE GARCIA, an individual, on behalf of herself, and on behalf of all persons similarly	Case No. 37-2023-00024664-CU-OE-CTL
18	situated,	[Complaint Filed: June 13, 2023]
19	Plaintiff,	STIPULATION OF SETTLEMENT OF CLASS AND PAGA ACTION CLAIMS
20	V.	AND RELEASE OF CLAIMS
21	HILTON RESORTS CORPORATION, a Delaware corporation; HILTON GRAND	
22	VACATIONS COMPANY, LLC, a Delaware limited liability company; HILTON GRAND	
23		
	VACATIONS MANAGEMENT, LLC, a	
24	Nevada limited liability company; and DOES 1-50, Inclusive,	
24 25	Nevada limited liability company; and DOES 1-50, Inclusive,	
	Nevada limited liability company; and DOES	
25	Nevada limited liability company; and DOES 1-50, Inclusive,	

STIPULATION OF SETTLEMENT OF CLASS AND PAGA ACTION AND RELEASE OF CLAIMS

This Stipulation of Settlement of Class and PAGA Action Claims and Release of Claims is entered into by and between Plaintiff June Garcia (hereinafter "Plaintiff"), an individual, on behalf of herself, and on behalf of all persons similarly situated, and in her representative capacity on behalf of the State of California and the Aggrieved Employees, and Defendants Hilton Resorts Corporation, Hilton Grand Vacations Company, and/or Hilton Grand Vacation Management, LLC ("Defendants"):

I. <u>DEFINITIONS</u>

- A. "Action" shall mean the putative class and representative action lawsuit designated *June Garcia v. Hilton Resorts Corporation, et al.*, San Diego County Superior Court, Case No. 37-2032-00024664-CU-OE-CTL, filed June 13, 2023.
- B. "Agreement" or "Settlement Agreement" means this Stipulation of Settlement of Class and PAGA Action Claims and Release of Claims.
- C. "Class" or "Class Members" means all Exempt Class Members and Non-Exempt Class Members, collectively, as defined herein.
- D. "Class Counsel" shall mean Jean-Claude Lapuyade, Esq. of JCL Law Firm, APC, and Shani O. Zakay, Esq. of Zakay Law Group, APLC.
- E. "Class Counsel Award" means the award of fees and expenses that the Court authorizes to be paid to Class Counsel for the services they have rendered to Plaintiff, the Class Members, and the PAGA Members in the Action, consisting of attorneys' fees currently not to exceed one-third of the Gross Settlement Amount currently estimated to be \$145,000.00 out of \$435,000.00 plus costs of up to \$25,000.00. Attorneys' fees will be divided between Class Counsel in the following percentages (50% to JCL Law Firm, APC, and 50% to Zakay Law Group, APLC).
- F. "Class List" means information regarding Class Members that Defendants will in good faith compile from its records and provide to the Settlement Administrator. It shall be formatted as a Microsoft Excel spreadsheet and shall include: each Class Member's full name; last known address; last known telephone number; Social

- Security Number; weeks and pay periods worked; and any other information required by the Settlement Administrator in order to effectuate the terms of the Settlement.
- G. "Class Notice" means the Class Notice to be provided to the Class Members by the Settlement Administrator in the form set forth as **Exhibit A** to this Agreement (other than formatting changes to facilitate printing by the Settlement Administrator).
- H. "Class Period" means the time period between June 13, 2019 and June 13, 2024.
- I. "Class Representative" shall mean plaintiff June Garcia.
- J. "Court" means the Superior Court for the State of California, County of San Diego currently presiding over the Action.
- K. "Defendants" shall mean Hilton Resorts Corporation, Hilton Grand VacationsCompany, LLC, and Hilton Grand Vacations Management, LLC.
- C. "Effective Date" means the later of the following: (a) if no timely objections are filed or if all objections are withdrawn, the date upon which the Court enters Final Approval; (b) if an objection is filed and not withdrawn, the date for filing an appeal and no such appeal being filed; or (c) if any timely appeals are filed, the date of the resolution (or withdrawal) and entry of remittitur of any such appeal in a way that does not alter the terms of the Settlement.
- M. "Enhancement Award" means an award in the amount of \$10,000.00 or in an amount that the Court authorizes to be paid to the Class Representative, in addition to her Individual Settlement Payment and her individual PAGA Member Payment, in exchange for a general release.
- N. "Exempt Class" or "Exempt Class Members" shall mean all current and former exempt employees of Defendants who worked for Defendants in an exempt position at the Marbrisa location during the Class Period.
- O. "Exempt Class Members' Released Claims" shall mean any and all claims, causes of action, damages, wages, benefits, expenses, penalties (except PAGA penalties), debts, liabilities, demands, obligations, attorneys' fees, and costs, arising from claims pled in the operative complaints for failure to reimburse business expenses and for

unlawful business practices under the California Labor Code and/or the California Business and Professions Code arising from such failure to reimburse business expenses, pursuant to California Labor Code § 2802 and/or the California Unfair Competition Act and California Bus. & Prof. Code §§ 17200 et seq., including all claims for restitution or equitable relief, civil penalties (except for PAGA penalties), statutory penalties of any nature whatsoever (except for PAGA penalties), attorneys' fees and costs, asserted or that could have reasonably been asserted by any Exempt Class Member against the Class Released Parties during the Class Period.

- P. "Funding Date" shall mean the date by which Defendants have paid the entire Gross Settlement Amount to the Settlement Administrator in accord with the terms of this Agreement. Defendants will pay the Gross Settlement Amount to the Settlement Administrator within twenty (20) business days of the Effective Date.
- Q. "Gross Settlement Amount" means Four Hundred Thirty-Five Thousand Dollars and Zero Cents (\$435,000.00) that Defendants must pay into the QSF in connection with this Settlement, inclusive of the sum of Settlement Administration Costs, Class Counsel Award, Enhancement Award, and the PAGA Payment. The Gross Settlement Amount is all-in with no reversion and *exclusive* of the employer's share of payroll tax, if any, triggered by any payment under this Settlement.
- R. "Individual Settlement Payments" means the amount payable from the Net Settlement Amount to each Participating Class Member and excludes any amounts distributed to PAGA Members pursuant to PAGA.
- S. "LWDA" shall mean the Labor and Workforce Development Agency.
- T. "LWDA Payment" shall mean the seventy-five percent (75%) of the PAGA Payment (\$18,750.00) payable to the to the LWDA.
- U. "Net Settlement Amount" or "NSA" means the Gross Settlement Amount, less Class Counsel Award, Enhancement Award, PAGA Payment, and Settlement Administration Costs.

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V. "Non-Exempt Class" or "Non-Exempt Class Members" means all current or former employees of Defendants who worked for Defendants in a non-exempt position at the Marbrisa location during the Class Period.

- "Non-Exempt Class Members' Released Claims" shall mean any and all claims, causes of action, damages, wages, benefits, expenses, penalties (except PAGA penalties), debts, liabilities, demands, obligations, attorneys' fees, and costs, arising from the claims pled in the Lawsuit and any claims, whether or not actually pled, reasonably related to the facts alleged in the operative complaint, including, all claims for failure to pay for all hours worked, unpaid overtime, meal period violations, rest break violations, unpaid minimum wage, failure to timely pay wages during and at termination of employment, failure to provide accurate wage statements, failure to reimburse business expenses, failure to provide or pay sick time, misclassification, unlawful business practices under the California Labor Code and/or the California Business and Professions Code, violations of California Labor Code §§ 201, 202, 203, 204, 218, 218.5, 218.6, 222, 226, 226.7, 246, 510, 512, 516, 558, 1174, 1194, 1194.2, 1197, 1198, 2800, 2802, 6400, 6401, 6403, 6407; the California Unfair Competition Act and California Bus. & Prof. Code §§ 17200 et seq. for claims arising from the labor code sections listed above, the Industrial Welfare Commission Wage Orders, including all claims for restitution or equitable relief, civil penalties (except for PAGA penalties), statutory penalties of any nature whatsoever (except PAGA penalties), attorneys' fees and costs, asserted or that could have reasonable been asserted by any Non-Exempt Class Member against the Non-Exempt Class Members' Released Parties based on the facts or claims alleged in the Lawsuit during the Class Period.
- X. "Operative Complaint" shall mean the Second Amended Complaint Plaintiff intends to file in the San Diego Superior Court.
- Y. "PAGA" means the California Labor Code Private Attorneys General Act of 2004,Labor Code § 2698 et seq.

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claims, including claims for vested benefits, wrongful termination, unemployment insurance, disability, social security, workers' compensation, and PAGA claims outside of the PAGA Period.

- LL. "Released Parties" shall mean Defendants and their former, present and future owners, parents, subsidiaries, and all of their current, former and future officers, directors, members, managers, employees, consultants, partners, shareholders, joint venturers, agents, clients, successors, assigns, accountants, insurers, or legal representatives.
- MM. "Response Deadline" means the date forty-five (45) calendar days after the Settlement Administrator mails Class Notice to Class Members and the last date on which Class Members may submit requests for exclusion or objections to the Settlement.
- NN. "Settlement" means the disposition of the Action pursuant to this Agreement.
- OO. "Settlement Administration Costs" shall mean the amount paid to the Settlement Administrator from the Gross Settlement Amount for administering the Settlement pursuant to this Agreement currently estimated not to exceed \$7,950.00.
- PP. "Settlement Administrator" means Apex Class Action LLC, located at 18 Technology Drive, Suite 164, Irvine, CA 92618; Tel: (800) 355-0700. The Settlement Administrator establishes, designates, and maintains, as a QSF under Internal Revenue Code section 468B and Treasury Regulation section 1.468B-1, into which the amount of the Gross Settlement Amount is deposited for the purpose of resolving the claims of Participating Class Members. The Settlement Administrator shall maintain the funds until distribution in an account(s) segregated from the assets of Defendants and any person related to Defendants. All accrued interest shall be paid and distributed to the Participating Class Members as part of their respective Individual Settlement Payment.
- QQ. "Workweeks," shall mean any seven (7) consecutive days beginning on Sunday and ending on Saturday, in which a Class Member is employed by Defendant(s) during the Class Period in California.

1 II. **RECITALS** 2 On June 13, 2023, Plaintiff filed a Class Action complaint in the San Diego Superior Α. 3 Court, Case No. 37-2023-00024664-CU-OE-CTL ("Class Action"), alleging claims 4 for: 5 1. Unfair Competition In Violation Of Cal. Bus. & Prof. Code §17200 et seq; 6 2. Failure To Pay Minimum Wages In Violation Of Cal. Lab. Code §§ 1194, 7 1197 & 1197.1; 8 3. Failure To Pay Overtime Wages In Violation Of Cal. Lab. Code §§ 510, et 9 seq; 10 4. Failure To Provide Required Meal Periods In Violation Of Cal. Lab. Code §§ 11 226.7 & 512 and the Applicable IWC Wage Order; 12 5. Failure To Provide Required Rest Periods In Violation Of Cal. Lab. Code §§ 13 226.7 & 512 and the Applicable IWC Wage Order; 14 6. Failure To Provide Accurate Itemized Statements In Violation Of Cal. Lab. 15 Code § 226; 16 7. Failure To Provide Wages When Due In Violation Of Cal. Lab. Code §§ 201, 17 202 And 203; 18 8. Failure To Reimburse Employees For Required Expenses In Violation Of Cal. 19 Lab. Code § 2802. 20 On June 13, 2023, Plaintiff filed a Notice of Violations with the Labor and Workforce В. 21 Development Agency (LWDA) and served the same on Defendants. 22 C. On October 3, 2023 Plaintiff filed the First Amended Complaint, adding a cause of 23 action for violations of PAGA. 24 D. Plaintiff intends to file a Second Amended Complaint, which will be the Operative 25 Complaint, to separately define a subclass of exempt employees (the "Action"). 26 E. The Class Representative believes she has claims based on alleged violations of the 27 California Labor Code, and the Industrial Welfare Commission Wage Orders, and 28 that class certification is appropriate because the prerequisites for class certification

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can be satisfied in the Action, and this action is manageable as a PAGA representative action.

- F. Defendants deny any liability or wrongdoing of any kind associated with the claims alleged in the Action, disputes any wages, damages and penalties claimed by the Class Representative, alleged in the Operative Complaint, and/or alleged in the Class Representative's PAGA notices to the LWDA are owed, and further contend that, for any purpose other than settlement, the Action is not appropriate for class or representative action treatment. Defendants contend, among other things, that at all times they complied with the California Labor Code and the Industrial Welfare Commission Wage Orders.
- G. The Class Representative is represented by Class Counsel. Class Counsel investigated the facts relevant to the Action, including conducting an independent investigation as to the allegations, reviewing documents and information exchanged through informal discovery, and reviewing documents and information provided by Defendants pursuant to informal requests for information to prepare for mediation. Defendants produced for the purpose of settlement negotiations certain employment data concerning the Class, which Class Counsel reviewed and analyzed with the assistance of an expert. Based on their own independent investigation and evaluation, Class Counsel are of the opinion that the Settlement with Defendants is fair, reasonable, and adequate, and is in the best interest of the Class considering all known facts and circumstances, including the risks of significant delay, defenses asserted by Defendants, uncertainties regarding class certification, and numerous potential appellate issues. Although they denies any liability, Defendants agree to this Settlement solely to avoid the inconveniences and cost of further litigation. The Parties and their counsel have agreed to settle the claims on the terms set forth in this Agreement.
- H. On June 13, 2024, the Parties participated in mediation presided over by Hon. BrianC. Walsh (Ret.), a respected jurist and an experienced mediator of wage and hour

- class and PAGA actions. The Parties accepted a Mediator's settlement proposal, which was subsequently memorialized in the form of a Memorandum of Understanding.
- I. This Agreement replaces and supersedes the Memorandum of Understanding and any other agreements, understandings, or representations between the Parties. This Agreement represents a compromise and settlement of highly disputed claims. Nothing in this Agreement is intended or will be construed as an admission by Defendants that the claims in the Action of Plaintiff or the Class Members have merit or that Defendants bear any liability to Plaintiff or the Class on those claims or any other claims, or as an admission by Plaintiff that Defendants' defenses in the Action have merit.
- J. The Parties believe that the Settlement is fair, reasonable, and adequate. The Settlement was arrived at through arm's-length negotiations, considering all relevant factors. The Parties recognize the uncertainty, risk, expense, and delay attendant to continuing the Action through trial and any appeal. Accordingly, the Parties desire to settle, compromise and discharge all disputes and claims arising from or relating to the Action fully, finally, and forever.
- K. The Parties agree to certification of the Class for purposes of this Settlement only. If for any reason the settlement does not become effective, Defendants reserve the right to contest certification of any class for any reason and reserve all available defenses to the claims in the Action. The Settlement, this Agreement, and the Parties' willingness to settle the Action will have no bearing on and will not be admissible in connection with any litigation.

Based on these Recitals that are a part of this Agreement, the Parties agree as follows:

III. TERMS OF AGREEMENT

- A. Settlement Consideration and Settlement Payments by Defendants.
 - 1. <u>Settlement Consideration</u>. In full and complete settlement of the Action, and in exchange for the releases set forth below, Defendants will pay the sum of

the Individual Settlement Payments, the Enhancement Award, the Class Counsel Award, PAGA Payment, and the Settlement Administration Costs, as specified in this Agreement, equal to the Gross Settlement Amount of Four Hundred Thirty-Five Thousand Dollars and Zero Cents (\$435,000.00). The Parties agree that this is a non-reversionary Settlement and that no portion of the Gross Settlement Amount shall revert to Defendants. Other than the Defendants' share of employer payroll taxes and as provided in Section III.A.2 below, Defendants shall not be required to pay more than the Gross Settlement Amount.

- 2.. Class Size. Defendants represent that the Non-Exempt Class was comprised of approximately 194 individuals who collectively worked approximately 17,500 Workweeks during the Class Period. Defendants represent that the Exempt Class was comprised of 22 individuals who collectively worked approximately 3,122 Workweeks during the Class Period. In regard hereto, Defendants will provide a declaration under penalty of perjury confirming the number of Class Members and Workweeks worked by the Class Members within three (3) business days prior to filing of the Motion for Preliminary Should the Workweeks increase beyond 10% of the of the Approval. estimated 17,500 Workweeks for Non-Exempt Class Members (i.e., more than 19,250 Workweeks), the Gross Settlement Amount will increase on a pro-rata basis equal to the percentage increase in the number of Workweeks worked by the Non-Exempt Class Members above ten percent (10%) (e.g., if the number of workweeks is 12 percent greater than 17,500, the Gross Settlement Amount will increase by an additional two (2) percent.
- 3. <u>Settlement Payment.</u> Defendants shall deposit the Gross Settlement Amount into the QSF, through the Settlement Administrator on or before the Funding Date. Any interest accrued will be added to the NSA and distributed to the Participating Class Members except that if final approval is reversed on

- appeal, then Defendants are entitled to prompt return of the principal and all interest accrued.
- 4. <u>Defendants' Share of Payroll Taxes</u>. Defendants' share of employer side payroll taxes is in addition to the Gross Settlement Amount and shall be paid together with the Gross Settlement Amount on the Funding Date.
- B. <u>Release by Non-Exempt Class Members</u>. As of the Funding Date, in exchange for the consideration set forth in this Agreement, Plaintiff and the Non-Exempt Class Members release the Released Parties from the Non-Exempt Class Members' Released Claims for the Class Period.
- C. Release by Exempt Class Members. As of the Funding Date, in exchange for the consideration set forth in this Agreement, the Exempt Class Members release the Released Parties from the Exempt Class Members' Released Claims for the Class Period.
- D. Release by the PAGA Members. As of the Funding Date, in exchange for the consideration set forth in this Agreement, the Plaintiff, the LWDA and the State of California release the Released Parties from the Released PAGA Claims for the PAGA Period. As a result of this release, the PAGA Members shall be precluded from bringing claims against Defendants for the Released PAGA Claims.
- E. <u>General Release by Plaintiff</u>. As of the Funding Date, for the consideration set forth in this Agreement, Plaintiff waives, releases, acquits and forever discharges the Released Parties from any and all claims, whether known or unknown, which exist or may exist on either Plaintiff's behalf as of the date of this Agreement, including but not limited to any and all tort claims, contract claims, wage claims, wrongful termination claims, disability claims, benefit claims, public policy claims, retaliation claims, statutory claims, personal injury claims, emotional distress claims, invasion of privacy claims, defamation claims, fraud claims, quantum meruit claims, and any and all claims arising under any federal, state or other governmental statute, law, regulation or ordinance, including, but not limited to claims for violation of the Fair Labor Standards Act, the

California Labor Code, the Wage Orders of California's Industrial Welfare Commission, other state wage and hour laws, the Americans with Disabilities Act, the Age Discrimination in Employment Act (ADEA), the Employee Retirement Income Security Act, Title VII of the Civil Rights Act of 1964, the California Fair Employment and Housing Act, the California Family Rights Act, the Family Medical Leave Act, California's Whistleblower Protection Act, California Business & Professions Code Section 17200 et seq., and any and all claims arising under any federal, state or other governmental statute, law, regulation or ordinance. Plaintiff also waives and relinquishes any and all claims, rights or benefits that she may have under California Civil Code § 1542, which provides as follows:

A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.

Thus, notwithstanding the provisions of section 1542, and to implement a full and complete release and discharge of the Released Parties, Plaintiff expressly acknowledges this Settlement Agreement is intended to include in its effect, without limitation, all claims Plaintiff does not know or suspect to exist in Plaintiff's favor at the time of signing this Settlement Agreement, and that this Settlement Agreement contemplates the extinguishment of any such claims. Plaintiff warrants that Plaintiff has read this Settlement Agreement, including this waiver of California Civil Code section 1542, and that Plaintiff has consulted with or had the opportunity to consult with counsel of Plaintiff's choosing about this Settlement Agreement and specifically about the waiver of section 1542, and that Plaintiff understands this Settlement

Agreement and the section 1542 waiver, and so Plaintiff freely and knowingly enters into this Settlement Agreement. Plaintiff further acknowledges that Plaintiff later may discover facts different from or in addition to those Plaintiff now knows or believes to be true regarding the matters released or described in this Settlement Agreement, and even so Plaintiff agrees that the releases and agreements contained in this Settlement Agreement shall remain effective in all respects notwithstanding any later discovery of any different or additional facts. Plaintiff expressly assumes any and all risk of any mistake in connection with the true facts involved in the matters, disputes, or controversies released or described in this Settlement Agreement or with regard to any facts now unknown to Plaintiff relating thereto.

- F. <u>Conditions Precedent</u>: This Settlement will become final and effective only upon the occurrence of all of the following events:
 - 1. The Court enters an order granting preliminary approval of the Settlement;
 - 2. The Court enters an order granting final approval of the Settlement and a Final Judgment;
 - 3. If an objector appears at the final approval hearing, the time for appeal of the Final Judgment and Order Granting Final Approval of Class Action Settlement expires; or, if an appeal is timely filed, there is a final resolution of any appeal from the Judgment and Order Granting Final Approval of Class Action Settlement; and
 - 4. Defendants fully fund the Gross Settlement Amount.
- G. <u>Nullification of Settlement Agreement</u>. If the Court does not preliminarily or finally approve this Settlement Agreement, if such approval fails to become effective, or is reversed, withdrawn, or modified by the Court, or if the Court in any way prevents or prohibits Defendants from obtaining a complete resolution of the Non Exempt Class Member's Released Claims, Exempt Class Member's Released Claims and Released PAGA Claims, or if Defendants fail to fully fund the Gross Settlement Amount:

- 1. This Settlement Agreement shall be void *ab initio* and of no force or effect, and shall not be admissible in any judicial, administrative, or arbitral proceeding for any purpose or with respect to any issue, substantive or procedural;
- 2. The conditional class certification (obtained for any purpose) shall be void *ab initio* and of no force or effect, and shall not be admissible in any judicial, administrative, or arbitral proceeding for any purpose or with respect to any issue, substantive or procedural; and
- 3. None of the Parties to this Settlement will be deemed to have waived any claims, objections, defenses, or arguments in the Action, including with respect to the issue of class certification.
- H. In the event that Defendants fail to fund the Gross Settlement Amount, Defendants shall bear the sole responsibility for any cost to issue or reissue any curative notice to the Participating Class Members and all Settlement Administration Costs incurred to the date of nullification.
- I. <u>Certification of the Class</u>. The Parties stipulate to conditional class certification of the Class and Sub-Class for the Class Period for purposes of settlement only. In the event that this Settlement is not approved by the Court, fails to become effective, or is reversed, withdrawn or modified by the Court, or in any way prevents or prohibits Defendants from obtaining a complete resolution of the Non Exempt Class Member's Released Claims, Exempt Class Member's Released Claims and Released PAGA Claims, the conditional class certification (obtained for any purpose) shall be void *ab initio* and of no force or effect, and shall not be admissible in any judicial, administrative or arbitral proceeding for any purpose or with respect to any issue, substantive or procedural.
- J. <u>Tax Liability</u>. The Parties make no representations as to the tax treatment or legal effect of the payments called for, and Class Members and/or PAGA Members are not relying on any statement or representation by the Parties in this regard. Class Members

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and/or PAGA Members understand and agree that they will be responsible for the payment of any taxes and penalties assessed on the Individual Settlement Payments and/or PAGA Members' individual shares of the PAGA Member Payment described and will be solely responsible for any penalties or other obligations resulting from their personal tax reporting of Individual Settlement Payments and/or PAGA Members' individual shares of the PAGA Member Payment.

- K. Circular 230 Disclaimer. Each Party to this Agreement (for purposes of this section, the "acknowledging party" and each Party to this Agreement other than the acknowledging party, an "other party") acknowledges and agrees that: (1) no provision of this Agreement, and no written communication or disclosure between or among the Parties or their attorneys and other advisers, is or was intended to be, nor shall any such communication or disclosure constitute or be construed or be relied upon as, tax advice within the meaning of United States Treasury Department circular 230 (31 CFR part 10, as amended); (2) the acknowledging party (a) has relied exclusively upon his, her or its own, independent legal and tax counsel for advice (including tax advice) in connection with this Agreement, (b) has not entered into this Agreement based upon the recommendation of any other Party or any attorney or advisor to any other Party, and (c) is not entitled to rely upon any communication or disclosure by any attorney or adviser to any other party to avoid any tax penalty that may be imposed on the acknowledging party, and (3) no attorney or adviser to any other Party has imposed any limitation that protects the confidentiality of any such attorney's or adviser's tax strategies (regardless of whether such limitation is legally binding) upon disclosure by the acknowledging party of the tax treatment or tax structure of any transaction, including any transaction contemplated by this Agreement.
- L. <u>Preliminary Approval Motion</u>. As soon thereafter as practicable after the execution of this Agreement, Plaintiff shall file with the Court a Motion for Order Granting Preliminary Approval and supporting papers, which shall include this Settlement Agreement. Plaintiff will provide Defendants with a draft of the Motion at least three

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(3) business days prior to the filing of the Motion to give Defendants an opportunity to review and comment upon the Motion.

M. <u>Settlement Administrator</u>. The Settlement Administrator shall be responsible for: establishing and administering the QSF; calculating, processing and mailing payments to the Class Representative, Class Counsel, LWDA and Class Members; printing and mailing the Class Notice to the Class Members as directed by the Court; receiving and reporting the objections and requests for exclusion; calculating, deducting and remitting all legally required taxes from Individual Settlement Payments and distributing tax forms for the Wage Portion, and the Penalties and Interest Portion of the Individual Settlement Payments and/or PAGA Members' individual shares of the PAGA Member Payment; processing and mailing tax payments to the appropriate state and federal taxing authorities; providing declaration(s) as necessary in support of preliminary and/or final approval of this Settlement; and other tasks as the Parties mutually agree or the Court orders the Settlement Administrator to perform. The Settlement Administrator shall keep the Parties timely apprised of the performance of all Settlement Administrator responsibilities by among other things, sending a weekly status report to the Parties' counsel stating the date of the mailing, the of number of opt outs from the Settlement it receives (including the numbers of valid and deficient), and number of objections received.

N. <u>Notice Procedure</u>.

1. <u>Class List.</u> No later than fourteen (14) calendar days after the Preliminary Approval Date, Defendants shall provide the Settlement Administrator with the Class List for purposes of preparing and mailing Class Notice to the Class Members.

2. <u>Class Notice</u>.

a) The Class Notice shall contain the Notice of Class Action Settlement in a form substantially similar to the form attached as **Exhibit A**. The Notice of Class Action Settlement shall inform Class Members and

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PAGA Members that they need not do anything in order to receive an Individual Settlement Payment and/or PAGA Members' individual shares of the PAGA Member Payment and to keep the Settlement Administrator apprised of their current mailing address, to which the Individual Settlement Payments and/or PAGA Members' individual shares of the PAGA Member Payment will be mailed following the Funding Date. The Notice of Class Action Settlement shall set forth the release to be given by all members of the Class who do not request to be excluded from the Class and/or PAGA Members in exchange for an Individual Settlement Payment and/or PAGA Members' individual shares of the PAGA Member Payment, the number of Workweeks worked by each Class Member during the Class Period, and number of PAGA Periods worked by each PAGA Member during the PAGA Period, if any, and the estimated amount of their Individual Settlement Payment if they do not request to be excluded from the Settlement and each PAGA Members' share of the PAGA Member Payment, if any. The Settlement Administrator shall use the Class List to determine Class Members' Workweeks and PAGA Pay Periods. The Notice will also advise the PAGA Members that they will release the Released PAGA Claims and will receive their share of the PAGA Member Payment regardless of whether they request to be excluded from the Settlement.

b) The Class Notice's mailing envelope shall include the following language: "IMPORTANT LEGAL DOCUMENT- YOU MAY BE ENTITLED TO PARTICIPATE IN A CLASS ACTION SETTLEMENT; A PROMPT REPLY TO CORRECT YOUR ADDRESS IS REQUIRED AS EXPLAINED IN THE ENCLOSED NOTICE."

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- 3. Notice by First Class U.S. Mail. Upon receipt of the Class List, the Settlement Administrator will perform a search based on the National Change of Address Database to update and correct any known or identifiable address changes. No later than seven (7) calendar days after receiving the Class List from Defendants, the Settlement Administrator shall mail copies of the Class Notice to all Class Members via regular First-Class U.S. Mail and electronic mail. The Settlement Administrator shall exercise its best judgment to determine the current mailing address for each Class Member. The address identified by the Settlement Administrator as the current mailing address shall be presumed to be the best mailing address for each Class Member.
- 4. Undeliverable Notices. Any Class Notices returned to the Settlement Administrator as non-delivered on or before the Response Deadline shall be re-mailed to any forwarding address provided within seven (7) days of receiving the returned notice. If no forwarding address is provided, the Settlement Administrator shall promptly attempt to determine a correct address by lawful use of skip-tracing, or other search using the name, address and/or Social Security number of the Class Member involved, and shall then perform a re-mailing, if another mailing address is identified by the Settlement Administrator. In addition, if any Class Member who is currently employed by Defendants, is returned to the Settlement Administrator, as non-delivered and no forwarding address is provided, the Settlement Administrator shall notify Defendants. Defendants will request that the currently employed Class Member provide a corrected address and transmit to the Settlement Administrator any corrected address provided by the Class Member. Class Members who received a re-mailed Class Notice shall have their Response Deadline extended fifteen (15) days from the original Response Deadline.
- 5. <u>Disputes Regarding Individual Settlement Payments</u>. Class Members will have the opportunity, should they disagree with Defendants' records regarding

the start and end dates of employment, to provide documentation and/or an explanation to show contrary dates. If there is a dispute, the Settlement Administrator will consult with the Parties to determine whether an adjustment is warranted. The Settlement Administrator shall determine the eligibility for, and the amounts of, any Individual Settlement Payments under the terms of this Agreement. The Settlement Administrator's determination of the eligibility for and amount of any Individual Settlement Payment shall be binding upon the Class Member and the Parties.

- 6. <u>Disputes Regarding Administration of Settlement</u>. Any disputes not resolved by the Settlement Administrator concerning the administration of the Settlement will be resolved by the Court under the laws of the State of California. Before any such involvement of the Court, counsel for the Parties will confer in good faith to resolve the disputes without the necessity of involving the Court.
- Notice shall state that Class Members who wish to exclude themselves from the Settlement must submit a signed copy of the Request for Exclusion form to the Settlement Administrator by the Response Deadline. A Request for Exclusion form will be mailed together with the Class Notice to all Class Members. The Request for Exclusion will not be valid if it is not timely submitted, if it is not signed by the Class Member, or if it does not contain the name and address and last four digits of the Social Security number of the Class Member. The date of the postmark on the mailing envelope or fax stamp on the Request for Exclusion shall be the exclusive means used to determine whether the request for exclusion was timely submitted. Any Class Member who submits a timely Request for Exclusion shall be excluded from the Class will not be entitled to an Individual Settlement Payment and will not be otherwise bound by the terms of the Settlement or have any right to object,

appeal, or comment thereon. However, any Class Member that submits a timely Request for Exclusion that is also a PAGA Member will still receive his/her pro rata share of the PAGA Member Payment, as specified below, and in consideration, will be bound by the Release by the PAGA Members as set forth herein. Class Members who fail to submit a valid and timely Request for Exclusion on or before the Response Deadline shall be bound by all terms of the Settlement and any final judgment entered in this Action if the Court approves the Settlement. No later than seven (7) calendar days after the Response Deadline, the Settlement Administrator shall provide counsel for the Parties with a final list of the Class Members who have timely submitted timely Requests for Exclusion. Defendants retain the right, in the exercise of its sole discretion, to nullify the settlement within ten (10) calendar days after the Settlement Administrator notified the Parties of the number of valid Requests for Exclusion it has received, if ten percent (10%) or more of Class Members exclude themselves from the Settlement. In the event Defendants exercise their right to void the Settlement under the terms of this Paragraph, the Parties will have no further obligations under the Settlement, including any obligation by Defendants to pay the Gross Settlement Amount, or any amounts that otherwise would have been owed under this Agreement, except that Defendants will pay the Settlement Administration Costs incurred as of the date they exercise their right to void the Settlement pursuant to his Paragraph. At no time shall any of the Parties or their counsel seek to solicit or otherwise encourage members of the Class to submit Requests for Exclusion from the Settlement.

8. <u>Objections</u>. The Notice of Class Action Settlement contained in the Class Notice shall state that Class Members who wish to object to the Settlement may submit to the Settlement Administrator a written statement of objection ("Notice of Objection") by the Response Deadline. The postmark date of

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mailing shall be deemed the exclusive means for determining that a Notice of Objection was served timely. The Notice of Objection, if in writing, must be signed by the Participating Class Member and state: (1) the case name and number; (2) the name of the Participating Class Member; (3) the address of the Participating Class Member; (4) the last four digits of the Participating Class Member's Social Security number; (5) the basis for the objection; and (6) if the Participating Class Member intends to appear at the Final Approval/Settlement Fairness Hearing. Participating Class Members who fail to make objections in writing in the manner specified above may still make their objections orally at the Final Approval/Settlement Fairness Hearing with the Court's permission. Participating Class Members will have a right to appear at the Final Approval/Settlement Fairness Hearing to have their objections heard by the Court regardless of whether they submitted a written objection. At no time shall any of the Parties or their counsel seek to solicit or otherwise encourage Class Members to file or serve written objections to the Settlement or appeal from the Order and Final Judgment. Class Members who submit a written request for exclusion may not object to the Settlement. Class Members may not object to the PAGA Payment.

O. Allocation of the Gross Settlement Amount.

1. Calculation of Individual Settlement Payments. Individual Settlement Payments shall be paid from the Net Settlement Amount and shall be paid pursuant to the formula set forth herein. 85.6% of the Net Settlement Amount shall be allocated to the Non-Exempt Class Members and 14.4% of the Net Settlement Amount shall be allocated to the Exempt Class Members. Using the Class List, the Settlement Administrator shall add up the total number of Workweeks for all Non-Exempt Class Members. The respective Workweeks for each Non-Exempt Class Member will be divided by the total Workweeks for all Non-Exempt Class Members, resulting in the Payment Ratio for each

Non-Exempt Class Member. Each Non-Exempt Class Member's Payment Ratio will then be multiplied by 85.6% of the Net Settlement Amount to calculate each Non-Exempt Class Member's estimated Individual Settlement Payments. The same formula will be used to calculate the Exempt Class Member's estimated Individual Settlement Payments. Each Individual Settlement Payment will be reduced by any legally mandated employee tax withholdings (e.g., employee payroll taxes, etc.). Individual Settlement Payments for Class Members who submit valid and timely requests for exclusion will be redistributed to Participating Class Members who do not submit valid and timely requests for exclusion on a pro rata basis based on their respective Payment Ratios.

- 2. Calculation of Individual Payments to the PAGA Members. Using the Class List, the Settlement Administrator shall add up the total number of PAGA Pay Periods for all PAGA Members during the PAGA Period. The respective PAGA Pay Periods for each PAGA Member will be divided by the total PAGA Pay Periods for all PAGA Members, resulting in the "PAGA Payment Ratio" for each PAGA Member. Each PAGA Member's PAGA Payment Ratio will then be multiplied by the PAGA Member Payment to calculate each PAGA Member's estimated share of the PAGA Member Payment.
- 3. <u>Allocation of Individual Settlement Payments</u>. For tax purposes, Individual Settlement Payments shall be allocated and treated as 20% wages ("Wage Portion") and 80% penalties and pre-judgment interest ("Penalties and Interest Portion"). The Wage Portion of the Individual Settlement Payments shall be reported on IRS Form W-2 and the Penalty and Interest Portion of the Individual Settlement Payments shall be reported on IRS Form 1099 issued by the Settlement Agreement.

4. <u>Allocation of PAGA Member Payments</u>. For tax purposes, PAGA Member Settlement Payments shall be allocated and treated as 100% penalties and shall be reported on IRS Form 1099.

- No Credit Toward Benefit Plans. The Individual Settlement Payments and individual shares of the PAGA Payment made to Participating Class Members and/or PAGA Members under this Settlement Agreement, as well as any other payments made pursuant to this Settlement Agreement, will not be utilized to calculate any additional benefits under any benefit plans to which any Class Members may be eligible, including, but not limited to profit-sharing plans, bonus plans, 401(k) plans, stock purchase plans, vacation plans, sick leave plans, PTO plans, and any other benefit plan. Rather, it is the Parties' intention that this Settlement Agreement will not affect any rights, contributions, or amounts to which any Class Members may be entitled under any benefit plans.
- 6. All monies received by Participating Class Members under the Settlement which are attributable to wages shall constitute income to such Participating Class Members solely in the year in which such monies are received by the Participating Class Members. It is the intent of the Parties that Individual Settlement Payments and individual shares of the PAGA Payment provided for in this Settlement agreement are the sole payments to be made by Defendants to Participating Class Members and/or PAGA Members in connection with this Settlement Agreement, with the exception of Plaintiff, and that the Participating Class Members and/or PAGA Members are not entitled to any new or additional compensation or benefits as a result of having received the Individual Settlement Payments and/or their shares of the PAGA Member Payment.
- 7. <u>Mailing</u>. Individual Settlement Payments and PAGA Member Payments shall be mailed by regular First-Class U.S. Mail to Participating Class Members' and/or PAGA Members' last known mailing address no later than fourteen (14) business days after the Funding Date.

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- 8. Expiration. Any checks issued to Participating Class Members and PAGA Members shall remain valid and negotiable for one hundred and eighty (180) days from the date of their issuance. If a Participating Class Member and/or PAGA Member does not cash his or her settlement check within ninety (90) days, the Settlement Administrator will send a letter to such persons, advising that the check will expire after the 180th day, and invite that Participating Class Member and/or PAGA Members to request reissuance in the event the check was destroyed, lost, or misplaced. In the event an Individual Settlement Payment and/or PAGA Members' individual share of the PAGA Payment check has not been cashed within one hundred and eighty (180) days, all funds represented by such uncashed checks, plus any interest accrued thereon, shall be transmitted to the State Controller's Unclaimed Property Fund in the name of the Class Member who did not claim the funds.
 - Enhancement Award. In addition to the Individual Settlement Payment as a Participating Class Member and his individual share of the PAGA Member Payment, Plaintiff will apply to the Court for an award of not more than \$10,000.00, as the Enhancement Award. Defendants will not oppose a Enhancement Award of not more than \$10,000.00 for Plaintiff. Settlement Administrator shall pay the Enhancement Award, either in the amount stated herein if approved by the Court or some other amount as approved by the Court, to Plaintiff from the Gross Settlement Amount no later than fourteen (14) business days after the Funding Date. Any portion of the requested Enhancement Award that is not awarded to the Class Representative shall be part of the Net Settlement Amount and shall be distributed to Participating Class Members as provided in this Agreement. The Settlement Administrator shall issue an IRS Form 1099 — MISC to Plaintiff for his Enhancement Award. Plaintiff shall be solely and legally responsible to pay any and all applicable taxes on her Enhancement Award and shall hold

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harmless the Released Parties from any claim or liability for taxes, penalties, or interest arising as a result of the Enhancement Award. Approval of this Settlement shall not be conditioned on Court approval of the requested amount of the Enhancement Award. If the Court reduces or does not approve the requested Enhancement Award, Plaintiff shall not have the right to revoke the Settlement, and it will remain binding.

Class Counsel Award. Defendants understand, and will not oppose, a motion for Attorneys' Fees not to exceed one-third of the Gross Settlement Amount currently estimated to be One Hundred Forty-Five Thousand Dollars and Zero Cents (\$145,000.00) and Attorneys' Expenses supported by declaration not to exceed Thirty Thousand Dollars and Zero Cents (\$30,000.00). Any awarded Class Counsel Award shall be paid from the Gross Settlement Amount. Any portion of the requested Attorneys' Fees and/or Attorneys' Expenses that are not awarded to Class Counsel shall be part of the Net Settlement Amount and shall be distributed to Participating Class Members as provided in this Agreement. The Settlement Administrator shall allocate and pay the Attorneys' Fees to Class Counsel from the Gross Settlement Amount no later than fourteen (14) business days after the Funding Date. Class Counsel shall be solely and legally responsible to pay all applicable taxes on the payment made pursuant to this paragraph. The Settlement Administrator shall issue an IRS Form 1099 — MISC to Class Counsel for the payments made pursuant to this paragraph. If the Court reduces or does not approve the requested Attorneys' Fees, Plaintiff and Class Counsel shall not have the right to revoke the Settlement, or to appeal such order, and the Settlement will remain binding.

11. <u>PAGA Payment</u>. Twenty-Five Thousand Dollars and Zero Cents (\$25,000.00) shall be allocated from the Gross Settlement Amount for settlement of claims for civil penalties under the Private Attorneys General

Act of 2004 ("PAGA Payment"). The Settlement Administrator shall pay seventy-five percent (75%) of the PAGA Payment (\$18,750) to the California Labor and Workforce Development Agency no later than fourteen (14) calendar days after the Effective Date (hereinafter "LWDA Payment"). Twenty-five percent (25%) of the PAGA Payment (\$6,250) will be distributed to the PAGA Members as described in this Agreement (hereinafter "PAGA Members Payment"). For purposes of distributing the PAGA Payment to the PAGA Members, each PAGA Members shall receive their pro-rata share of the PAGA Member Payment using the PAGA Payment Ratio as defined above.

- 12. <u>Settlement Administration Costs</u>. The Settlement Administrator shall be paid for the costs of administration of the Settlement from the Gross Settlement Amount. The estimate of the Settlement Administration Costs is \$7,950.00. The Settlement Administrator shall be paid the Settlement Administration Costs no later than fourteen (14) calendar days after the Effective Date.
- P. <u>Final Approval Motion</u>. Class Counsel and Plaintiff shall use best efforts to file with the Court a Motion for Order Granting Final Approval and Entering Judgment, within twenty-eight (28) days following the expiration of the Response Deadline, which motion shall request final approval of the Settlement and a determination of the amounts payable for the Enhancement Award, the Class Counsel Award, the PAGA Payment, and the Settlement Administration Costs. Plaintiff will provide Defendants with a draft of the Motion at least three (3) business days prior to the filing of the Motion to give Defendants an opportunity to propose changes or additions to the Motion.
 - 1. <u>Declaration by Settlement Administrator</u>. No later than seven (7) days after the Response Deadline, the Settlement Administrator shall submit a declaration in support of Plaintiff's motion for final approval of this Settlement detailing the number of Class Notices mailed and re-mailed to

Class Members, the number of undeliverable Class Notices, the number of timely requests for exclusion, the full names of any Class Members who opt out of the Settlement, the number of objections received, the amount of the average, lowest, and highest Individual Settlement Payments, the amount of the average, lowest, and highest PAGA Member Payments, the Settlement Administration Costs, and any other information as the Parties mutually agree or the Court orders the Settlement Administrator to provide.

- 2. <u>Final Approval Order and Judgment</u>. Class Counsel shall present an Order Granting Final Approval of Class Action Settlement to the Court for its approval, and Judgment thereon, at the time Class Counsel files the Motion for Final Approval.
- N. Review of Motions for Preliminary and Final Approval. Class Counsel will provide an opportunity for Counsel for Defendants to review the Motions for Preliminary and Final Approval, including the Order Granting Final Approval of Class Action Settlement, and Judgment at least three (3) business days in advance of filing with the Court. The Parties and their counsel will cooperate with each other and use their best efforts to affect the Court's approval of the Motions for Preliminary and Final Approval of the Settlement, and entry of Judgment.
- O. <u>Cooperation</u>. The Parties and their counsel will cooperate with each other and use their best efforts to implement the Settlement.
- P. <u>Interim Stay of Proceedings</u>. The Parties agree to stay all proceedings in the Action, except such proceedings necessary to implement and complete the Settlement, pending the Final Approval/Settlement Fairness Hearing to be conducted by the Court.
- Q. <u>Amendment or Modification</u>. This Agreement may be amended or modified only by a written instrument signed by counsel for all Parties or their successors-in-interest.
- R. <u>Entire Agreement</u>. This Agreement and any attached Exhibit constitute the entire Agreement among these Parties, and no oral or written representations, warranties or inducements have been made to any Party concerning this Agreement or its Exhibit

- other than the representations, warranties and covenants contained and memorialized in this Agreement and its Exhibit.
- S. Authorization to Enter into Settlement Agreement. Counsel for all Parties warrant and represent they are expressly authorized by the Parties whom they represent to negotiate this Agreement and to take all appropriate Action required or permitted to be taken by such Parties pursuant to this Agreement to effectuate its terms, and to execute any other documents required to effectuate the terms of this Agreement. The persons signing this Agreement on behalf of Defendants represents and warrants that he/she is authorized to sign this Agreement on behalf of Defendants. Plaintiff represents and warrants that he is authorized to sign this Agreement and that he has not assigned any claim, or part of a claim, covered by this Settlement to a third-party.
- T. No Public Comment: The Parties and their counsel agree that they will not issue any press releases, initiate any contact with the press, respond to any press inquiry, or have any communication with the press about this case and/or the fact, amount, or terms of the Settlement Agreement. In addition, Plaintiff and Class Counsel agree that they will not engage in any advertising or distribute any marketing materials relating to the Settlement, including but not limited to any postings on any websites maintained by Class Counsel; provided, however, that Class Counsel may state that it has settled a class action claim against a company so long as neither Defendants, nor the Plaintiff are identified. In addition, Plaintiff's counsel may list the case name, number, and a brief description of the claims in their declarations in support of qualifications as class counsel in future filings.
- U. <u>Binding on Successors and Assigns</u>. This Agreement shall be binding upon, and inure to the benefit of, the successors or assigns of the Parties, as previously defined.
- V. <u>California Law Governs</u>. All terms of this Agreement and the Exhibit and any disputes shall be governed by and interpreted according to the laws of the State of California.
- W. <u>Counterparts</u>. This Agreement may be executed in one or more counterparts. All executed counterparts and each of them shall be deemed to be one and the same

- instrument provided that counsel for the Parties to this Agreement shall exchange among themselves copies or originals of the signed counterparts.
- X. <u>This Settlement Is Fair, Adequate, and Reasonable</u>. The Parties believe this Settlement is a fair, adequate, and reasonable settlement of this Action and have arrived at this Settlement after extensive arms-length negotiations, taking into account all relevant factors, present and potential.
- Y. <u>Jurisdiction of the Court</u>. The Parties agree that the Court shall retain jurisdiction with respect to the interpretation, implementation, and enforcement of the terms of this Agreement and all orders and judgments entered in connection therewith, and the Parties and their counsel submit to the jurisdiction of the Court for purposes of interpreting, implementing and enforcing the settlement and all orders and judgments entered in connection with this Agreement.
- Z. <u>Invalidity of Any Provision</u>. Before declaring any provision of this Agreement invalid, the Court shall first attempt to construe the provisions valid to the fullest extent possible consistent with applicable precedents so as to define all provisions of this Agreement valid and enforceable.
- AA. No Unalleged Claims. Plaintiff and Class Counsel represent that they do not currently intend to pursue any claims against the Released Parties, including, but not limited to, any and all claims relating to or arising from Plaintiff's employment with Defendants, regardless of whether Class Counsel is currently aware of any facts or legal theories upon which any claims or causes of action could be brought against Released Parties, including those facts or legal theories alleged in the operative complaint in this Action. The Parties further acknowledge, understand, and agree that this representation is essential to the Agreement and that this Agreement would not have been entered into were it not for this representation.
- BB. <u>Waiver of Certain Appeals</u>. The Parties agree to waive appeals and to stipulate to class certification for purposes of this settlement only.

CC. No Admissions by the Parties. Plaintiff has claimed and continues to claim that the Non Exempt Class Members' Released Claims, the Exempt Class Members' Released Claims and Released PAGA Claims have merit and give rise to liability on the part of Defendants. Defendants claim that the Non Exempt Class Members' Released Claims, the Exempt Class Members' Released Claims and Released PAGA Claims have no merit and do not give rise to liability. This Agreement is a compromise of disputed claims. Nothing contained in this Agreement and no documents referred to and no action taken to carry out this Agreement may be construed or used as an admission by or against the Defendants or Plaintiff or Class Counsel as to the merits or lack thereof of the claims asserted. Other than as may be specifically set forth herein, each Party shall be responsible for and shall bear its/his own attorney's fees and costs.

1	1 IT IS SO AGREED, FORM AND CONTENT, BY PLAINTIFF:	
2	DATED: 09/16/2024	June Garcia June Garcia (Sep 16, 2024 10:15 PDT)
3	DATED.	out to out to the 10, 202 + 20, 207 + 017
4		JUNE GARCIA
5	IT IS SO AGREED, FORM AND CONT	ENT DV DECENDANTS.
6	IT IS SO AGREED, PORWI AND CONT	— DocuSigned by:
7	DATED:	Calder Huntington
8		HILTON RESORTS CORPORATION, HILTON
9		GRAND VACATIONS COMPANY, LLC, AND/OR HILTON GRAND VACATIONS MANAGEMENT, LLC
10		Calder Huntington
11		Printed Name
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13		Vice President Title
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1	IT IS SO AGREED AS TO FORM BY	COUNSEL:
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3	DATED: September 16, 2024	JCL LAW FIRM, A.P.C.
4		By:
5		Attorneys for Plaintiff and the Participating Class
6		Members
7		
8		
9	DATED: September 16, 2024	ZAKAY LAW GROUP, APLC
10		By:
11		Attorneys for Plaintiff and the Participating Class
12		Members
13	N. 1. 7.2024	
14	DATED: November 7, 2024	SNELL & WILMER L.L.P.
15		By: Charles
16		Brook T. Barnes, Esq.
17		Clint S. Engleson, Esq. Attorneys for Defendants
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EXHIBIT A

NOTICE OF PENDENCY OF CLASS AND REPRESENTATIVE ACTION SETTLEMENT AND FINAL HEARING DATE

(Garcia v. Hilton Resorts Corporation, et al, San Diego County Superior Court Case No. 37-2023-00024664-CU-OE-CTL)

YOUR LEGAL RIGHTS MAY BE AFFECTED WHETHER YOU ACT OR DO NOT ACT. PLEASE READ THIS NOTICE CAREFULLY.

SUMMARY OF YOUR LEGAL RIGHTS AND OPTIONS IN THIS SETTLEMENT:		
Do Nothing and	To receive a cash payment from the Settlement, you do not have to do	
Receive a Payment	anything.	
	Your estimated Individual Settlement Payment is: \$<<>>>. See the	
	explanation below.	
	After final approval by the Court, the payment will be mailed to you at the	
	same address as this notice. If your address has changed, please notify the	
	Settlement Administrator as explained below. In exchange for the	
	settlement payment, you will release claims against the Defendants as	
	detailed below.	
Exclude Yourself	If you wish to exclude yourself from the Settlement, you must send a	
	written request for exclusion to the Settlement Administrator as provided	
	below. If you request exclusion, you will receive no money from the	
	Settlement.	
	Instructions are set forth below.	
Object	You may write to the Court about why you believe the settlement should	
	not be approved.	
	Directions are provided below.	

1. Why did I get this Notice?

A proposed class action settlement (the "Settlement") of this lawsuit pending in the Superior Court for the State of California, County of San Diego (the "Court") has been reached between Plaintiff June Garcia ("Plaintiff") and Defendants Hilton Resorts Corporation, Hilton Grand Vacations Company, LLC, and/or Hilton Grand Vacations Management, LLC ("Defendants"). The Court has granted preliminary approval of the Settlement. You may be entitled to receive money from this Settlement.

You have received this Class Notice because you have been identified as a member of the Class, which is defined as:

All current and former employees of Defendants who worked for Defendants in a non-exempt position or exempt position at the Marbrisa location at any time during the period beginning June 13, 2019 through June 13, 2024 ("Class Period").

This Class Notice explains the lawsuit, the Settlement, and your legal rights. It is important that you read this Notice carefully as your rights may be affected by the Settlement.

2. What is this class action lawsuit about?

On June 13, 2023, Plaintiff filed a Complaint against Defendants in the Superior Court of the State of California, County of San Diego. Plaintiff asserted claims that Defendants: (1) Unfair Competition In Violation Of Cal. Bus. & Prof. Code §17200 et seq; (2) Failure To Pay Minimum Wages In Violation Of Cal. Lab. Code §§ 1194, 1197 & 1197.1; (3) Failure To Pay Overtime Wages In Violation Of Cal. Lab. Code §§ 510, et seq; (4) Failure

To Provide Required Meal Periods In Violation Of Cal. Lab. Code §§ 226.7 & 512 and the applicable IWC Wage Order; (5) Failure To Provide Required Rest Periods In Violation Of Cal. Lab. Code §§ 226.7 & 512 and the applicable IWC Wage Order; (6) Failure To Reimburse Employees For Required Expenses In Violation Of Cal. Lab. Code § 2802; (7) Failure To Provide Wages When Due In Violation Of Cal. Lab. Code §§ 201, 202 And 203; (8) Failure To Provide Accurate Itemized Statements In Violation Of Cal. Lab. Code § 226. On June 13, 2023, Plaintiff filed a Notice of Violations with the Labor and Workforce Development Agency (LWDA) and served the same on Defendants. On October 3, 2023, Plaintiff filed the First Amended Complaint, adding a cause of action for violations of PAGA. On September XX, 2024, Plaintiff filed the Second Amended Complaint, adding a subclass of exempt employees (the "Action").

Defendants expressly deny any liability or wrongdoing of any kind associated with the claims alleged in the Action, dispute any wages, damages and penalties claimed by the Class Representative are owed, and further contend that, for any purpose other than settlement, the Action is not appropriate for class or representative action treatment. Defendants contend, among other things, that at all times they complied with the California Labor Code and the Industrial Welfare Commission Wage Orders.

On June 13, 2024, the Parties participated in an all-day mediation with Hon. Brian C. Walsh (Ret.), an experienced mediator of wage and hour class and PAGA actions. The Parties accepted a Mediator's settlement proposal and reached an agreement for settlement. The Court granted preliminary approval of the Settlement on << INSERT PRELIMINARY APPROVAL DATE >>. At that time, the Court also preliminarily approved the Plaintiff to serve as the Class Representative, and the law firms of JCL Law Firm, APC and Zakay Law Group, APLC to serve as Class Counsel.

3. What are the terms of the Settlement?

Gross Settlement Amount. Defendants have agreed to pay an "all in" amount of Four Hundred Thirty-Five Thousand Dollars and Zero Cents (\$435,000.00) (the "Gross Settlement Amount") to fund the settlement. The Gross Settlement Amount includes the payment of all Individual Settlement Payments, Settlement Administration Costs, Class Counsel Award, Enhancement Award, and the PAGA Payment.

After the Judgment becomes Final, Defendants will pay the Gross Settlement Amount by depositing the money with the Settlement Administrator. "Final" means the date the Judgment is no longer subject to appeal, or if an appeal is filed, the date the appeal process is completed, and the Judgment is affirmed.

Amounts to be Paid from the Gross Settlement Amount. The Settlement provides for certain payments to be made from the Gross Settlement Amount, which will be subject to final Court approval, and which will be deducted from the Gross Settlement Amount before settlement payments are made to Class Members, as follows:

- <u>Settlement Administration Costs</u>. Payment to the Settlement Administrator, estimated not to exceed \$7,950.00 for expenses, including expenses of sending this Class Notice, processing opt outs, and distributing settlement payments.
- <u>Class Counsel Award</u>. Payment to Class Counsel of an award of attorneys' fees of no more than 1/3 of the Gross Settlement Amount (currently \$145,000.00) and actually incurred litigation expenses of not more than \$30,000 for all expenses incurred as documented in Class Counsel's billing records, both subject to Court approval. Class Counsel have been prosecuting the Action on behalf of Plaintiff and the Class on a contingency fee basis (that is, without being paid any money to date) and have been paying all litigation costs and expenses.
- Enhancement Award. An Enhancement Award of up to Ten Thousand Dollars and Zero Cents (\$10,000.00) to Plaintiff, or such lesser amount as may be approved by the Court, in exchange for a general release.

- <u>PAGA Payment</u>. A payment of \$25,000.00 relating to Plaintiff's claim under the Private Attorneys General Act ("PAGA"), \$18,750.00 of which will be paid to the State of California's Labor and Workforce Development Agency ("LWDA") and the remaining \$6,250.00 will be distributed to PAGA Members as part of the PAGA Payment.
- Calculation of Payments to Participating Class Members. After all the above payments of the courtapproved Class Counsel Award, the Enhancement Award, the PAGA Payment, and the Settlement
 Administration Costs are deducted from the Gross Settlement Amount, the remaining portion, called the
 "Net Settlement Amount," shall be distributed to class members who do **not** request exclusion
 ("Participating Class Members"). The Individual Settlement Payment for each Participating Class
 Member will be calculated by dividing the Net Settlement Amount by the total number of workweeks for
 all Participating Class Members that occurred during the Class Period and multiplying the result by each
 individual Participating Class Member's workweeks that occurred during the Class Period. A
 "workweek" is defined as a normal seven-day week of work during the Class Period in which, according
 to Defendants' records, a member of the class worked at least one-day during any such workweek.
- <u>Calculation of PAGA Member Payments to PAGA Members.</u> The PAGA Payment shall be distributed to PAGA Members irrespective of whether they exclude themselves or opt-out. The PAGA Payment will be divided by the total number of pay periods worked by all PAGA Members during the PAGA Period, and then taking that number and multiplying it by the number of pay periods worked by each respective PAGA Member during the PAGA Period. "PAGA Member" means all current and former employees of Defendants who worked for Defendants in a non-exempt and exempt position at the Marbrisa location, at any time during the period beginning June 13, 2022, through June 13, 2024 ("PAGA Period").

If the Settlement is approved by the Court, you will automatically be mailed a check for your Individual Settlement Payment to the same address as this Class Notice. You do not have to do anything to receive a payment. If your address has changed, you must contact the Settlement Administrator to inform them of your correct address to ensure you receive your payment.

<u>Tax Matters</u>. Twenty percent (20%) of each Individual Settlement Payment is allocated to wages. Taxes are withheld from this amount, and each Participating Class Member will be issued an Internal Revenue Service Form W-2 for such payment. Eighty percent (80%) of each Individual Settlement Payment is allocated to penalties and pre-judgment interest ("Penalty and Interest Portion"). Each Participating Class Member will be issued an Internal Revenue Service Form 1099 for Penalty and Interest Portion of the Individual Settlement Payments. In addition, no taxes will be withheld from the PAGA Payment paid to PAGA Members, and each PAGA Member will be issued an Internal Revenue Service Form 1099 for such payment. Neither Class Counsel nor Defendants' counsel intend anything contained in this Settlement to constitute advice regarding taxes or taxability. You may wish to consult a tax advisor concerning the tax consequences of the payments received under the Settlement.

No Credit Toward Benefit Plans. The Individual Settlement Payments and PAGA Member Payments made to Participating Class Members and/or PAGA Members under this Settlement Agreement, as well as any other payments made pursuant to this Settlement Agreement, will not be utilized to calculate any additional benefits under any benefit plans to which any Class Members may be eligible, including, but not limited to profit-sharing plans, bonus plans, 401(k) plans, stock purchase plans, vacation plans, sick leave plans, PTO plans, and any other benefit plan. Rather, it is the Parties' intention that this Settlement Agreement will not affect any rights, contributions, or amounts to which any Class Members may be entitled under any benefit plans.

<u>Conditions of Settlement</u>. This Settlement is conditioned upon the Court entering an order granting final approval of the Settlement and entering judgment.

4. What Do I Release Under the Settlement?

Released Claims. Upon entry of final judgment and funding in full of the Gross Settlement Amount by Defendants, Plaintiff and the Participating Non-Exempt Class Members shall release all Non-Exempt Class Members' Released Claims that occurred during the Class Period as to the Released Parties. The Non-Exempt Class Members' Released Claims means any and all claims, causes of action, damages, wages, benefits, expenses, penalties (except PAGA penalties), debts, liabilities, demands, obligations, attorneys' fees, and costs, arising from the claims pled in the Lawsuit and any claims, whether or not actually pled, reasonably related to the facts alleged in the operative complaint, including, all claims for failure to pay for all hours worked, unpaid overtime, meal period violations, rest break violations, unpaid minimum wage, failure to timely pay wages during and at termination of employment, failure to provide accurate wage statements, failure to reimburse business expenses, failure to provide or pay sick time, misclassification, unlawful business practices under the California Labor Code and/or the California Business and Professions Code, violations of California Labor Code §§ 201, 202, 203, 204, 218, 218.5, 218.6, 222, 226, 226.7, 246, 510, 512, 516, 558, 1174, 1194, 1194.2, 1197, 1198, 2800, 2802, 6400, 6401, 6403, 6407; the California Unfair Competition Act and California Bus. & Prof. Code §§ 17200 et seq. for claims arising from the labor code sections listed above, the Industrial Welfare Commission Wage Orders, including all claims for restitution or equitable relief, civil penalties (except for PAGA penalties), statutory penalties of any nature whatsoever (except PAGA penalties), attorneys' fees and costs, asserted or that could have reasonable been asserted by any Class Member against the Class Members' Released Parties based on the facts or claims alleged in the Lawsuit during the Class Period.

Upon entry of final judgment and funding in full of the Gross Settlement Amount by Defendants, Plaintiff and the Participating Exempt Class Members shall release all Exempt Class Members' Released Claims that occurred during the Class Period as to the Released Parties. The Exempt Class Members' Released Claims means any and all claims, causes of action, damages, wages, benefits, expenses, penalties (except PAGA penalties), debts, liabilities, demands, obligations, attorneys' fees, and costs, arising from claims pled in the operative complaints for failure to reimburse business expenses and for unlawful business practices under the California Labor Code and/or the California Business and Professions Code arising from such failure to reimburse business expenses, pursuant to California Labor Code § 2802 and/or the California Unfair Competition Act and California Bus. & Prof. Code §§ 17200 et seq., including all claims for restitution or equitable relief, civil penalties (except for PAGA penalties), statutory penalties of any nature whatsoever (except for PAGA penalties), attorneys' fees and costs, asserted or that could have reasonably been asserted by any Exempt Class Member against the Class Released Parties during the Class Period.

As of the Effective Date and upon funding of the Gross Settlement Amount by Defendants, all PAGA Members shall release all Released PAGA Claims, irrespective of whether they opted-out of the class settlement and will be bound by this PAGA Release (the "PAGA Release"). "Released PAGA Claims" means all PAGA claims alleged in the operative complaint and Plaintiff's PAGA notice to the LWDA which occurred during the PAGA Period, and expressly excluding all other claims, including claims for vested benefits, wrongful termination, unemployment insurance, disability, social security, workers' compensation, and PAGA claims outside of the PAGA Period.

This means that, if you do not timely and formally exclude yourself from the settlement, you cannot sue, continue to sue, or be part of any other lawsuit against Defendants about the legal issues resolved by this Settlement. It also means that all of the Court's orders in this Action will apply to you and legally bind you.

5. How much will my payment be?

Defendants' records reflect that you have <<____>> Workweeks worked during the Class Period June 13, 2019 through June 13, 2024).

Based on this information, your estimated Individual Settlement Payment is <<>>.	
Defendants' records reflect that you have <<>> pay periods worked during the PAGA Period (June 13, 2022 through June 13, 2024).	
Based on this information, your estimated PAGA Member Payment is <<>>.	
If you wish to challenge the information set forth above, then you must submit a written, signed dispute challenging the information along with supporting documents, to the Settlement Administrator at the address provided in this Class Notice no later than [forty-five (45) days after the Notice or fifteen (15) days after the re-mailed Class Notice].	
6. How can I get a payment?	
To get money from the settlement, you do not have to do anything. A check for your settlement payment will be mailed automatically to the same address as this Class Notice. If your address is incorrect or has changed you must notify the Settlement Administrator. The Settlement Administrator is: Apex Class Action LLC. The Court will hold a hearing on to decide whether to finally approve the Settlement. If the Court approves the Settlement and there are no objections or appeals, payments will be mailed within a few months after this hearing. If there are objections or appeals, resolving them can take time, perhaps more than a year. Please be patient. After entry of the Judgment, the Settlement Administrator will provide notice of the final judgment to the Class Members by posting a copy of the Judgment on the administrator's website a https://apexclassaction.com/.	
7. What if I don't want to be a part of the Settlement?	
If you do not wish to participate in the Settlement, you may exclude yourself from the Settlement or "opt out." If you opt out, you will receive NO money from the Settlement, and you will not be bound by its terms except as provided as follows. Irrespective of whether you exclude yourself from the Settlement or "opt out," you will be bound by the PAGA Release, you will be deemed to have released the Released PAGA Claims, and you will receive a share of the PAGA Payment.	
To opt out, you must submit to the Settlement Administrator, by First Class Mail, a written, signed and dated request for exclusion postmarked no later than The address for the Settlement Administrato is 18 Technology Drive, Suite 164, Irvine, CA 92618; Tel: (800) 355-0700. The request for exclusion must state in substance that the Class Member has read the Class Notice and that he or she wishes to be excluded from the settlement of the class action lawsuit entitled <i>Garcia v. Hilton Resorts Corporation, et al.</i> , currently pending in Superior Court of San Diego, Case No. 37-2023-00024664-CU-OE-CTL. The request for exclusion must contain your name, address, signature and the last four digits of your Social Security Number for verification purposes. The request for exclusion must be signed by you. No other person may opt out for a member of the Class.	
Written requests for exclusion that are postmarked after, or are incomplete or unsigned will be rejected, and those Class Members will remain bound by the Settlement and the release described above.	
9 How do I tall the Court that I would like to challenge the Settlement?	

Any Class Member who has not opted out and believes that the Settlement should not be finally approved

by the Court for any reason, may object to the proposed Settlement. Objections may be in writing and state the

Class Member's name, current address, telephone number, and describe why you believe the Settlement is unfair and whether you intend to appear at the final approval hearing. All written objections or other correspondence must also state the name and number of the case, which is *Garcia v. Hilton Resorts Corporation, et al.*, currently pending in Superior Court of San Diego, Case No. 37-2023-00024664-CU-OE-CTL. You may also object without submitting a written objection by appearing at the final approval hearing scheduled as described in Section 9 below.

To object to the Settlement, you cannot opt out. If the Court approves the Settlement, you will be bound by the terms of the Settlement in the same way as Class Members who do not object. Any Class Member who does not object in the manner provided in this Class Notice shall have waived any objection to the Settlement, whether by appeal or otherwise.

Written objections must be delivered or mailed to the Settlement Administrator no later than

The address for the Settlement Administrator is 18 Technology Drive, Suite 164, Irvine, CA 92618; Tel: (800) 355-0700.

The addresses for the Parties' counsel are as follows:

Class Counsel: Class Counsel: Jean-Claude Lapuyade, Esq. Shani O. Zakay, Esq.

JCL Law Firm, APC Zakay Law Group, APLC

5440 Morehouse Drive, Suite 3600 5440 Morehouse Drive, Suite 3600

San Diego, CA 92121 San Diego, CA 92121 Tel.: (619) 599-8292 Tel: (619) 599-8292 Fax: (619) 599-8291 Fax: (619) 599-8291

E-Mail: jlapuyade@jcl-lawfirm.com Email: shani@zakaylaw.com

Counsel for Defendants:

Brook T. Barnes, Esq. Snell & Wilmer, L.L.P. 12230 El Camino Real, Suite 300 San Diego, CA 92130

T: 858-434-5020 F: 858-434-5006 bbarnes@swlaw.com

9. When and where will the Court decide whether to approve the Settlement?

The Court will hold a Final Approval Hearing at 00:00 AM/PM on _______, at the San Diego County Superior Court, Department C-64, located at 330 West Broadway, San Diego, CA 92101 before Judge Loren Freestone. At this hearing, the Court will consider whether the Settlement is fair, reasonable, and adequate. The purpose of this hearing is for the Court to determine whether to grant final approval to the Settlement. If there are objections, the Court will consider them. The Court will listen to people who have made a timely written request to speak at the hearing or who appear at the hearing to object. This hearing may be rescheduled by the Court without further notice to you. **You are not required to attend** the Final Approval Hearing, although any Class Member is welcome to attend the hearing.

10. How do I get more information about the Settlement?

You may call the Settlement Administrator at 1-800-355-0700 or write to *Garcia v. Hilton Resorts Corporation*, *et al.*, currently pending in Superior Court of San Diego, Case No. 37-2023-00024664-CU-OE-CTL, Settlement Administrator, 18 Technology Drive, Suite 164, Irvine, CA 92618 c/o

This notice summarizes the proposed settlement. More details are in the Settlement Agreement. You may receive a copy of the Settlement Agreement, the Final Judgment or other Settlement documents by writing to JCL Law firm, APC, 5440 Morehouse Drive, Suite 3600, San Diego, CA 92121 or by visiting the administrator's website at https://apexclassaction.com/.

PLEASE DO NOT CALL THE COURT ABOUT THIS NOTICE.

IMPORTANT:

- You must inform the Settlement Administrator of any change of address to ensure receipt of your settlement payment.
- Settlement checks will be null and void 180 days after issuance if not deposited or cashed. In such event, the Settlement Administrator shall pay all funds from such uncashed checks to the State Controller's Unclaimed Property Fund. If your check is lost or misplaced, you should contact the Settlement Administrator immediately to request a replacement.

Certificate Of Completion

Envelope Id: 83284048E90C4E789FF1E09E77F130D7

Subject: Complete with Docusign: Final Class & PAGA SAR.pdf

Source Envelope:

Document Pages: 41 Certificate Pages: 5

AutoNav: Enabled

Envelopeld Stamping: Enabled Time Zone: (UTC-07:00) Arizona Signatures: 1 Initials: 0

Status: Completed

Envelope Originator: Clint Engleson

One East Washington Street

Suite 2700

Phoenix, AZ 85004 cengleson@swlaw.com IP Address: 65.117.152.90

Record Tracking

Status: Original

11/7/2024 2:00:30 PM

Holder: Clint Engleson

cengleson@swlaw.com

Location: DocuSign

Signer Events

Calder Huntington

calder.huntington@hgv.com

VΡ

Security Level: Email, Account Authentication

(None)

Signature

Calder Huntington A77EBDF65A194F7...

Signature Adoption: Pre-selected Style Using IP Address: 45.131.193.160

Timestamp

Sent: 11/7/2024 2:04:01 PM Viewed: 11/7/2024 2:21:34 PM Signed: 11/7/2024 2:34:19 PM

Electronic Record and Signature Disclosure:

Accepted: 11/7/2024 2:21:34 PM

ID: ddb66af9-8161-42d0-9ba8-1990ced12a5b

Company Name: Snell & Wilmer

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Status

Timestamp

Timestamp

Carbon Copy Events

Brook Barnes

bbarnes@swlaw.com

Security Level: Email, Account Authentication **Electronic Record and Signature Disclosure:** COPIED

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Sandi Martinez

semartinez@swlaw.com

LAA

Snell & Wilmer

Security Level: Email, Account Authentication

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Witness Events

Signature

Timestamp

Notary Events	Signature	Timestamp	
Envelope Summary Events	Status	Timestamps	
Envelope Sent	Hashed/Encrypted	11/7/2024 2:04:02 PM	
Certified Delivered	Security Checked	11/7/2024 2:21:34 PM	
Signing Complete	Security Checked	11/7/2024 2:34:19 PM	
Completed	Security Checked	11/7/2024 2:34:19 PM	
Payment Events	Status	Timestamps	
Electronic Record and Signature Disclosure			

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Snell & Wilmer LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

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Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Snell & Wilmer LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To advise Snell & Wilmer LLP of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at solution_center@swlaw.com and in the body of such request you must state: your previous e-mail address, your new e-mail address.

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Snell & Wilmer LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to solution_center@swlaw.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number.

To withdraw your consent with Snell & Wilmer LLP

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to solution_center@swlaw.com and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number.

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	 Allow per session cookies Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

^{**} These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time

providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

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- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Snell & Wilmer LLP as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Snell & Wilmer LLP during the course of my relationship with you.