

# WELL BEING

## Supporting People So Deluxe Thrives

Wellbeing at Deluxe is about having a holistic commitment to provide resources and support for both the individual and the organization. To do that, we support our employees through these five areas of focus: financial, emotional, physical, social and career. Don't forget to check out our Deluxe Wellbeing SharePoint site for a variety of tools and resources available to you!



## Employee Assistance Program — Magellan

From time to time, everyone experiences situations that affect their emotional and social wellbeing.

Deluxe's employee assistance program (EAP) provider, Magellan, offers an expanded portfolio of behavioral and specialty health solutions to support wellbeing. The EAP provides support on a wide range of needs. Although this list is not exhaustive, some examples include:

- Improving relationships
- Parenting
- Couples support
- Managing stress
- Managing life changes
- Career success
- Surviving the loss of a loved one

Some additional key benefits about our EAP:

- This benefit is provided by Deluxe at no cost to you.
- The EAP is available to you and your household members.
- Help is available 24 hours a day, 7 days a week, 365 days a year. At any time, day or night, weekends and holidays, you will be able to speak with one of Magellan's licensed clinicians.
- Access includes five (5) counseling sessions per member, per issue, per year.
- The service is completely confidential.

## Care.com

The care.com resource provides membership so all employees can use care.com service to find tutors, nannies, daycare centers, eldercare and more. You are also eligible for subsidized back-up care each year! With your care.com membership, you have access to expert assistance in finding care and the ability to post a job for the care assistance you need.

# Welcome to YourVoice!

YourVoice is a place to ask questions, outline concerns and share gratitude about your experience as a Deluxe employee. Input and feedback to YourVoice are used to inform future change and employee communications.

We encourage you to be candid, bring new ideas forward, and share information openly and proactively. Unless you choose to identify yourself, YourVoice submissions are anonymous.

## Truist Momentum

Truist Momentum is a financial wellbeing resource designed to provide our employees with tools and resources to save, organize, automate, protect and grow their money through eight pillars:

- Establishing financial confidence
- Organizing and automating your finances
- Breaking your financial bonds and barriers (including reducing debt and improving credit)
- Planning for “what if”
- Investing with confidence for today and for retirement
- Understanding home ownership, including the decision to rent, buy or refinance
- Emphasizing the importance of professional education and career growth
- Giving back

Because the financial education curriculum is based on the user’s personal values, it is relevant to everyone regardless of where you may be on your financial journey. This is a free financial education tool that is completely confidential.

## You Shine

The purpose of the Deluxe You Shine program is to acknowledge and reward those employees who have exhibited the behaviors and demonstrated the core values of Deluxe. Recognition makes us all feel valued, engaged and appreciated for our contributions in helping make Deluxe a great company.

The program is open to all levels of employees for both receiving and giving recognition. All regular Deluxe employees are eligible to participate in this program. To receive recognition awards, eligible employees selected for recognition must be employed by the company at the time the awards are distributed.

## PerkSpot — Employee Discount Site

PerkSpot provides Deluxe employees with exclusive discounts from your favorite brands with 30,000 national and local offers. Access PerkSpot at work, home or on the go to browse the offerings.

Get started by creating your account at [deluxe.perkspot.com](https://deluxe.perkspot.com). Subscribe to weekly emails to make sure you never miss a deal. Choose your perks from over 25 different categories such as travel, gyms, cellphones, restaurants, apparel and more. Don't forget to explore the local map to find deals in your neighborhood or by ZIP code.

## Gympass

Gympass is a discovery platform that helps you stay active anytime, anywhere! With a single membership, you get access to livestreamed classes, virtual 1:1 personal training and wellness apps, and on-demand workouts. Flexible month-to-month memberships have no contracts, initiation fees or cancellation fees. Upgrade, downgrade or pause your plan at any time.

## Tuition Assistance

The Deluxe tuition assistance program supports continuous learning by offering financial assistance to employees, administered by Alight.

Full-time employees who are regularly scheduled to work thirty-two (32) hours or more per week may receive tuition reimbursement up to \$5,250 per calendar year.

Part-time employees who are regularly scheduled to work at least twenty (20) hours but fewer than thirty-two (32) hours per week may receive tuition reimbursement up to \$2,625 per calendar year.

## Travel Assistance

**Deluxe offers free travel assistance to employees for personal travel.**

Access pre-trip planning and emergency services, including:

- Information on passports, visas and immunization requirements
- Updated currency conversion information
- Medical relocation and medical or security evacuation
- Identity theft support if your wallet or purse is lost or stolen
- Assistance replacing lost or stolen luggage or other critical items
- Repatriation of mortal remains

**Medically necessary repatriation:** Following an illness or accident requiring a traveling member to obtain further medical treatment or to recover, if medically necessary, Redpoint shall arrange and pay (up to \$150,000) for repatriation of the traveling member to a medical facility or permanent home residence.

**Mortal remains repatriation:** Redpoint will provide, arrange and pay (up to \$50,000) for reasonable expenses related to transporting a travel member's mortal remains from a morgue or hospital to a morgue, funeral home or mortuary designated by such family member within the United States.

# Making a Difference

## Deluxe Corporation Foundation

The Deluxe Corporation Foundation focuses on long-term solutions that help people, businesses and communities thrive and grow. Since 1954, the foundation has awarded \$109 million to charitable organizations.

## Employee Giving Program

Most employee donations are matched dollar-for-dollar by the Deluxe Corporation Foundation up to \$2,000 each year on behalf of each employee. Many sites coordinate fundraisers and/or direct-service projects to align with the campaign. Our employee giving portal is [philanthropycloud.com](https://philanthropycloud.com).

Employees who donate fifteen (15) hours of their time to a nonprofit organization of their choice may qualify for a \$200 match (up to two [2] matches per employee per year). Employees who serve on a nonprofit board of directors and donate forty (40) hours of their time can request one (1) \$500 match per year.

## Deluxe Volunteers

Volunteering in the communities where we work and live is important to Deluxe and our employees. Volunteering provides a greater sense of community and brings us together to make an impact outside of our normal workplace. Deluxe communities coordinate their own community projects, which include:

- On-site blood drives
- Fundraisers to benefit a variety of charities
- School supply and food drives
- Purchasing holiday gifts for disadvantaged families
- Volunteer paid time off — for 2021 all regular North American employees receive twenty-four (24) hours of volunteer time off (VTO) to be used annually

## W.R. Hotchkiss Foundation Scholarship Program

The W.R. Hotchkiss Foundation Scholarship Program awards scholarships to qualifying dependents of Deluxe employees and qualified retirees. This is a generous scholarship program in which 25% of all applicants receive scholarships. These are renewable scholarships that are limited to the first four (4) years of undergraduate studies. Students working toward vocational, associate or undergraduate degrees are eligible. The Annual Hotchkiss Scholarship application process will run each year from early December to January. This is a separate nonprofit organization, and all funds are donated by Deluxe retirees and family members.



Philanthropy Cloud is Deluxe's all-in-one employee giving and volunteer portal. Visit [philanthropycloud.com](https://philanthropycloud.com) to donate to your favorite nonprofit organization and search for volunteer opportunities near you!

### Volunteer Time Off

- VTO can be utilized for non-work-sponsored volunteer opportunities. The time can be taken in the same increments that PTO can be requested (15-minute increments for hourly or half days for salaried).
- VTO requires approval from the employee's manager, and adequate notice must be given when submitting the time off. VTO does not roll over from year to year and is not paid out if an employee leaves Deluxe.