



401(K) PLAN HIGHLIGHTS

GATES MATCHMAKER PLAN

ELIGIBILITY & AUTOMATIC ENROLLMENT

You are immediately eligible* to enroll and make contributions to the Gates Matchmaker Plan (the “401(k) Plan”). If you do not enroll yourself or opt out, you will be automatically enrolled after 30 days at a 3% pre-tax contribution rate. If you do not make an investment election, your contributions will be invested in a target date retirement fund as outlined in the chart below, which is the Qualified Default Investment Alternative. Your contributions will occur as soon as administratively feasible after enrollment.

*Temporary employees are eligible after 1 year of service and at least 1,000 hours of service in a 12-month period.

AUTOMATIC SAVINGS ADJUSTMENT

To help you grow your savings more easily, the 401(k) Plan offers automatic increases to your annual savings rate. Each year, in April, your pre-tax contribution rate will increase by 1% until you reach a total contribution rate of 8%.

Please note that you always have the ability to opt out of this automatic adjustment, or change your contribution rate on your own at any time.

YOUR CONTRIBUTIONS

You determine how much to contribute from each paycheck. The 401(k) Plan allows pre-tax, Roth 401(k), after-tax, and catch-up contributions (if eligible).

With automatic enrollment, your contributions will be invested in one of the target date retirement funds, based on your date of birth, as determined by the 401(k) Plan and shown to the right, until you make a new investment election.

If you prefer not to participate, you MUST go online to workplace.schwab.com or contact Participant Services at **1-800-724-7526** and opt out of participation.

If your birthyear is: Your target date fund will be:

1959 or earlier*	BlackRock LifePath® Investment Retirement Fund
1960-1962	BlackRock LifePath® Investment 2025 Fund
1963-1967	BlackRock LifePath® Investment 2030 Fund
1968-1972	BlackRock LifePath® Investment 2035 Fund
1973-1977	BlackRock LifePath® Investment 2040 Fund
1978-1982	BlackRock LifePath® Investment 2045 Fund
1983-1987	BlackRock LifePath® Investment 2050 Fund
1988-1992	BlackRock LifePath® Investment 2055 Fund
1993-1997	BlackRock LifePath® Investment 2060 Fund
1998 and later	BlackRock LifePath® Investment 2065 Fund

*Used if your birthdate is unknown when contributions are made.

The values of the target date collective trust funds will fluctuate up to and after the target date. There is no guarantee the funds will provide adequate income at or through retirement.

YOUR CONTRIBUTIONS

PRE-TAX CONTRIBUTIONS

You may contribute any whole percentage from 1% to 75% of your compensation for each payroll period on a pre-tax basis, up to 75% of eligible compensation or the IRS limit, whichever is less. Federal law limits the amount you can contribute in a given year. The contribution limits are set annually and can be found at **workplace.schwab.com**. Pre-tax contributions are made before taxes, reducing your current taxable income. Taxes are deferred until you withdraw money from your account. There is a combined limit of 75% for pre-tax, Roth 401(k), and/or after-tax contributions.

ROTH 401(K) CONTRIBUTIONS

You may contribute any whole percentage from 1% to 75% of your compensation for each payroll period on a Roth 401(k) basis, up to 75% of eligible compensation or the IRS limit, whichever is less. Federal law limits the amount you can contribute in a given year. The contribution limits are set annually and can be found at **workplace.schwab.com**. Roth 401(k) contributions are made on an after-tax basis, and both the contributions and any earnings are not subject to additional taxes or penalties upon distribution as long as the contributions have been held for at least five years and you have reached age 59½, become disabled, or died. Your combined pre-tax and Roth 401(k) contributions cannot exceed the annual federal limit.

AFTER-TAX CONTRIBUTIONS

You may contribute any whole percentage from 1% to 75% of your compensation for each payroll period on an after-tax basis. There is a combined limit of 75% for pre-tax, Roth 401(k), and/or after-tax contributions.

CATCH-UP CONTRIBUTIONS

For each calendar year in which you are age 50 or older, you are entitled to make additional pre-tax deferral and/or Roth 401(k) contributions, called catch-up contributions. The contribution limits are set annually and can be found at **workplace.schwab.com**.

COMPANY CONTRIBUTIONS

As a benefit for eligible 401(k) Plan members, the company will make a company Basic Contribution in the amount of 3% of your eligible compensation each payroll period, starting immediately upon hire.

The company will also match 100% on the first 3% of eligible compensation that you contribute to the 401(k) Plan as pre-tax or Roth 401(k) contributions each payroll period.

Catch-up contributions are not eligible for company matching contributions.

The employer contribution is paid on a pre-tax basis and may be taxable at withdrawal.

GET PERSONALIZED ADVICE.

The power of personalization. Personal information, such as your salary, Plan account balance, savings rate, estimated Social Security benefits, and other sources of income, creates a more holistic view of you, your retirement income goals, and your investment style.

To build on this holistic view, the Plan includes the option to have your Plan account professionally managed for a fee. This service will:

- » Calculate a retirement income goal and savings rate for you.
- » Select the investments for your Plan account from the Plan's available investment options.
- » Review your Plan account every 90 days and make adjustments to your investments as your needs change.
- » Provide a spending plan if you're age 50 or older to help you make the most of your money in retirement.

Prefer to manage your Plan account yourself? You can still get a personalized recommendation without signing up for the managed account service.

The managed account service is provided by Morningstar Investment Management LLC, an independent registered investment adviser.¹ For information pertaining to fees and expenses applicable to the Plan account, log in to your Plan account at **workplace.schwab.com**, go to **My Account > History & Statements > Statements & Reports**, and view the latest annual Fee and Investment Notice and any subsequent Change Notices listed in the Other Account Documents section.

More information about fees and compensation are detailed in the Morningstar Investment Management, LLC and Charles Schwab & Co., Inc. Advice Services with Morningstar Investment Management, LLC Disclosure Brochures (Form ADV Part 2A).

Investors should carefully consider information contained in the prospectus, including investment objectives, risks, trading policies, charges, and expenses. You can request a prospectus by calling Participant Services at **1-800-724-7526**. You may also request a prospectus at **workplace.schwab.com**. Please read the prospectus carefully before investing.

CHANGING YOUR INVESTMENTS

You may request a change to your investment selection at any time (subject to prospectus requirements). If your request is received by 3 p.m. CT, it will commence processing that day. Requests received after 3 p.m. CT or on weekends or holidays will commence processing the following business day.

Investment direction for future contributions may also be changed at any time. Your new investment percentages are processed immediately and future contributions are automatically invested according to your most recent selection.

VESTING

Vesting refers to the amount of your 401(k) Plan account that you could take after you leave Gates employment. **You are 100% vested in your own contributions and any associated earnings. You are also immediately 100% vested in the company Basic Contribution.**

You will be vested in the company's matching contributions according to the following schedule:

Years of Service	Company Match Vesting Schedule*
1 year	0%
2 years	0%
3 years	100%

*Account balances are 100% vested if you reach age 65, die, or become disabled while employed by Gates.

ROLLOVERS

If you have assets in a qualified retirement plan with a previous employer, there may be several options available to help you manage an additional retirement account. For more information about your options, call Participant Services at **1-800-724-7526** from 7 a.m. to 9 p.m. CT, Monday through Friday, or log in to your account at **workplace.schwab.com**.

ACCESSING YOUR MONEY

Although the primary purpose of the 401(k) Plan is to help you save for your retirement years, there may be a time when you need access to the funds in your 401(k) Plan account.

LOANS

The loan feature enables you to borrow from your 401(k) Plan account if you are actively employed.

Loan repayments are automatically deducted from each paycheck, interest is nondeductible, and all interest paid is credited to your 401(k) Plan account as earnings. The following provisions apply:

- » Loans will be charged the prime rate at the time you take out your loan, plus 1%.
- » Only one loan may be outstanding at any time.
- » The loan set-up fee is: \$50.
- » The minimum loan amount is \$1,000.
- » The maximum amount you may borrow is \$50,000 or 50% of your vested balance, whichever is less. The \$50,000 limit is reduced by the highest outstanding balance on any existing 401(k) Plan loan during the 12-month period ending on the date the loan is made.
- » General-purpose loans must be paid in full within 54 months.

If you terminate your employment at Gates with an unpaid loan balance, you will be given the opportunity to repay the balance, including making payments via electronic funds transfer. If you fail to do so, the unpaid amount will be considered a distribution, and applicable taxes will be assessed.

IN-SERVICE WITHDRAWALS

- » You may withdraw certain benefits anytime after you reach age 59½.
- » You may request all or a portion of your 401(k) Plan rollover account at any time.
- » If you experience a financial hardship, you may withdraw money from your 401(k) Plan account. Please refer to the Summary Plan Description for more details.
- » Taxes and penalties may apply.

OTHER DISTRIBUTION OPTIONS

A distribution of your 401(k) Plan account is permitted when you separate from service. The normal retirement age is 65. A distribution may also be made due to total and permanent disability or death. Please consult the Summary Plan Description for information about the specific distribution options and requirements.

This information is not intended to be a substitute for specific individualized tax, legal, or investment planning advice. Where specific advice is necessary or appropriate, you should consult with a qualified tax advisor, CPA, financial planner, or investment manager.

YOUR OPTIONS UPON LEAVING

EMPLOYMENT**

- » Keep your money invested in the 401(k) Plan if your vested balance is at least \$1,000.
- » Roll your vested balance to an Individual Retirement Account (IRA) or another qualified retirement plan.
- » Request a full or partial lump-sum distribution. Partial distributions require a \$5,000 minimum.
- » Request monthly, quarterly, semiannual, or annual equal installment payments over a timeline not to exceed life expectancy.

**Certain withdrawals are subject to ordinary income taxes. They may also be subject to a 10% non-deductible tax penalty if you are under the age of 59½.

GO GREEN WITH E-DELIVERY



Gates is committed to minimizing the environmental impact of its operations. In conjunction with the company's overall efforts, you can "go green" by visiting the 401(k) Plan's website and providing your preferred email address to receive notifications for statements and other documents that are ready to view.

SIGN UP FOR OR ACCESS YOUR ACCOUNT.

You can choose from several convenient methods to sign up for or access your account:



Visit **workplace.schwab.com** and select **Register Now** to establish your login credentials.



Download the Schwab Workplace Retirement App,² then select **Login & Registration Help > Register Now** to establish your login credentials.



Call Participant Services at **1-800-724-7526** from 7:00 a.m. to 9:00 p.m. CT, Monday through Friday.

Once you've established your account, start taking charge of your tomorrow:

- » Decide how much to contribute.
- » Choose your investment strategy. Building your plan for tomorrow is in your hands, but we're here to help with professional support and resources along the way.
- » Select your beneficiary. Designate someone to receive your Plan account balance in the event of your death.

¹ At the direction of the Plan Sponsor or Plan Administrator, Participants may have access to advice services that can provide Participants with a retirement savings and investment strategy for their Plan account, furnished by Morningstar Investment Management LLC, an independent registered investment adviser and subsidiary of Morningstar, Inc. Recommendations are formulated and provided by Morningstar Investment Management through Morningstar® Retirement ManagerSM, an advice (non-discretionary investment advice) and managed accounts (discretionary investment advice and asset management) program which is intended for citizens or legal residents of the United States and its territories, and can be accessed through workplace.schwab.com. Morningstar Investment Management will select investment options appropriate for each Participant's strategy from the investment options available under the Plan as selected by the Plan Sponsor, Plan Administrator or other Plan fiduciary. **There is no guarantee a Participant's savings and investment strategy will provide adequate income at or through their retirement.** Morningstar Investment Management is not affiliated with or an agent of Schwab Retirement Plan Services, Inc. (SRPS); Charles Schwab & Co., Inc. (CS&Co.), a federally registered investment advisor; or their affiliates. Neither SRPS, CS&Co., nor their affiliates supervise, make recommendations with respect to, or take responsibility for monitoring the advice services provided to the Participants by Morningstar Investment Management. The Morningstar name and logo are registered marks of Morningstar, Inc.

² Requires a wireless signal or mobile connection. System availability and response times are subject to market conditions and mobile connection limitations.

Schwab Retirement Plan Services, Inc. provides recordkeeping and related services with respect to retirement plans and has provided this communication to you as part of the recordkeeping services it provides to the Plan.

Access to electronic services may be limited or unavailable during periods of peak demand, market volatility, systems upgrades, maintenance, or for other reasons.

Investing involves risk, including possible loss of principal.

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