

Communication to employees to take place on 7/16/2020, 8 am Central.

Subject Line: SE Wire Technician Voluntary Offer

Please do not forward as this correspondence is meant specifically for you.

Due to extraordinary circumstances, the company is offering certain Wire Technicians an opportunity to express an interest in leaving the payroll voluntarily with a payment equivalent to what the employee would be eligible for had they been laid off per the Layoff Allowance in Section 6.04 of the Network Addendum U-verse Field Operations, plus an additional \$5,000 (net of applicable withholding taxes).

- Attached to this email is the SE Wire Technician Voluntary Severance Premium Offer Irrevocable Acceptance Form. In order to be considered for this offer, the completed form must be emailed to severance_ops@mailil.custhelp.com (severance_ops@mailil.custhelp.com) by **5:00 pm CST on Wednesday, July 22, 2020.**
- The subject line of the message should include SE Wire Tech Vol Offer, Employee Name, ATTUID and Job Title. **Example:** SE Wire Tech Vol Offer – John Doe – jd1234 – Wire Technician

You are encouraged to take the time to review this offer and here are a few key details:

- The form must be signed/dated by the employee. **Note: Electronic Signatures are not valid.**
- If you are granted this offer you will be notified by a representative from AT&T.
- Employees granted this offer will exit the payroll on August 13, 2020.
- Payment will be made as one (1) lump sum, less applicable withholdings within 30 days from the date you leave the service of the Company.
- Questions regarding Benefits should be directed to the Benefits Service Center at (877) 722-0020.
- Questions regarding Pension/Savings Plan should be directed to Fidelity at (800) 416-2363.