

**LD&B Insurance and Financial Services**  
**Benefits Summary 2023**  
(Full time employees)

---

**Eight Designated Paid Holidays**

The firm reserves the right to add additional days to those listed below.

Good Friday	Memorial Day	Christmas Day
Independence Day	Labor Day	New Year's Day
Thanksgiving Day	Friday after Thanksgiving	

**Paid Time Off (PTO)**

Eligibility and accumulation begins after 60 days of employment and at the first of the following month.

0 – 3 years employment	10 hours per month = 15 days per year
4 – 7 years employment	12 hours per month = 18 days per year
8 – 15 years employment	14 hours per month = 21 days per year
16+ years	16 hours per month = 24 days per year

**Banked PTO for New Hires**

Full-time new hires that have at least five years of continuous full-time employment with their most recent previous employer will be granted an immediate one-time amount of “banked” PTO hours equal to one day per year of employment with that most recent previous employer. These “banked” PTO hours will be capped at a maximum of twenty days; i.e. years employed with most recent previous employer equaling twenty or more years will equal a maximum of twenty “banked” days.

**Employees may accumulate up to 44 days of PTO**

Maximum accumulation increases to 50 days after 10 years of continued employment.

**Mileage Reimbursement**

LD&B offers mileage reimbursement at the IRS approved rate for approved travel in personal vehicles.

**Short Term Disability Benefit**

Firm provides coverage. Eligibility begins after 60 days of employment.

**Long Term Disability Benefit**

Firm provides coverage. Eligibility begins after 60 days of employment.

**Group Life Insurance Benefit**

Firm provides coverage. Eligibility begins after 60 days of employment.

- \$50,000 group life coverage

**Benefit Options (Cafeteria Plan)**

- Major Medical Health Insurance
- Dental / Vision.
- Voluntary \$10,000 - \$300,000 Term life. Family members may be added.
- Voluntary cancer insurance, intensive care, accidental insurance.
- Voluntary Medical Reimbursement plan
  1. HSA, LPFSA, FSA
- Voluntary Dependent Child Care reimbursement plan
- Voluntary Universal Life Insurance with Long Term Care Benefits

**Cash Option; year 2023**

Eligibility begins after 60 days of employment and the first of the following month. Pro-rated for those hired after annual enrollment. This benefit is paid to employees with other medical coverage who elect to forego the LD&B group medical insurance benefit and provide proof of current medical insurance.

**Bonuses**

Bonuses are available and may be based on personal goals, team goals, and firm goals. Bonuses may be prorated based on date of hire. Bonuses are not guaranteed.

**Salary Savings Plan**

- Participation in the 401(k) plan/ESOP as outlined in the Summary Plan description for the Salary Savings Plan.
- 3% Safe harbor retirement plan contribution made by the firm on your behalf
- The ESOP is funded 100% by the firm and it is part of the retirement plan benefit.
- Employees may become eligible to participate in the ESOP/401k after twelve consecutive months of at least 1,000 hours of employment as a regular employee.

**Continuing Educational and Professional Development**

- The firm encourages professional development and education. Various continuing educational events and opportunities will be made available to you

**Added Value Benefits**

- The firm encourages each employee to direct up to \$500 per year to a local non-profit organization of their choice.
- Each employee is allotted eight hours annually to participate with a charitable organization during a workday.
- Birthday off during the calendar year.
- One week per month an employee may be permitted the opportunity to work four 10-hour consecutive days in order to have Friday of that week off.

We trust you will find the benefits package offered at LD&B Insurance and Financial Services competitive and worthwhile. The 2023 LD&B benefits package outlined above is subject to change. Please refer to the LD&B Employee Handbook or contact the LD&B Director of Human Resources for additional information.