

## V190 - VEHICLE ALLOWANCE POLICY

The Company may agree at its discretion, to give an employee a vehicle allowance in lieu of a Company—owned vehicle.

The monthly vehicle allowance shall begin after the first full 30 days of participation in the program, and shall be paid on the 20<sup>th</sup> of each month. The first check shall be adjusted in a per-day basis for all days over and above 30 days. The monthly rate shall be in effect at the time the employee begins receiving the allowance and shall run until termination of the agreement by either party. The allowance shall not be adjusted in any way prior to a full 48 months.

In order for an employee to participate in this program, he/she must meet the following criteria:

- Be a full-time employee
- Provide a vehicle equal to that which the Company would provide.
- Provide the Company with a copy of the certification of insurance covering the vehicle.
- Use the vehicle as needed to accomplish the work assigned.
- Maintain the vehicle in a safe operating condition.

The monthly vehicle allowance includes all operation and maintenance costs with the exception of gas. The Company does not cover the cost of tag renewal for the vehicle.