

Augsburg Fortress

PUBLISHERS

Benefits Overview 2026

Eligibility: Part-Time Regular Employees working 20-29 Hours per Week

Begin: The first of the month following 30 days of employment. If the first workday of the month falls on a regularly scheduled holiday or a weekend, benefits will begin the first of the month following.

403(b) Retirement Savings Plan

To enroll in the plan, you must be 21. New employees are automatically enrolled at a 6% deduction starting the first payroll after 30 days. You can change your deferrals anytime. In 2026, contributions can range from 1% to 100% of your compensation, up to the IRS limit of \$24,500. Those aged 50 or older can make an additional \$7,500 in catch-up contributions. For every \$1 you contribute, Augsburg Fortress Publishers matches \$0.50, up to 6%. Employer contributions are 100% vested from the start.

Parking Reimbursement Account

Employees can elect to set aside up to \$340 in pre-tax dollars per month, with the amount withheld equally from 24 paychecks

Transit Pass Benefit

Metro Transit allows employees to use pre-tax dollars for a monthly MetroPass or Stored Value cards. MetroPass costs \$83 per month for unlimited bus and rail use, while Go-To Stored Value cards can be purchased in \$10 increments.

Paid Time Off

Company Holidays

The office is closed for 11 company holidays each year, during which employees receive paid time off.

Vacation Days:

All part-time employees with <5 years of service accrue 5.7 hours per month, up to max of 280 hours. All part-time employees with 5+ years of service accrue 7.35 hours per month, up to max of 280 hours.

Volunteer Day:

Augsburg Fortress Publishers acknowledge that community issues impact our organization's success. As a result, regular part-time employees are allowed to be paid one half-day each year for volunteer activities.

Employee Assistance Program (EAP)

HealthPartners Employee Assistance Program (EAP) is a proven strategy for assisting employees and their families with personal and work-related problems, difficulties and concerns which can and do affect their work performance. Augsburg Fortress Publishers' EAP partner can be reached by phone, text or online.

Well-Being Offerings

Augsburg Fortress Publishers promotes a culture of wellbeing for all employees and sponsors a variety of activities throughout the year. Principal, our retirement plan platform provides a variety of financial tools.

Employee Purchase Privileges

All Augsburg Fortress Publishers employees are eligible to receive a 50 percent discount and free shipping on purchases of Augsburg Fortress Publishers products only.

This sheet is intended to provide a summary of each of the benefit plans. Although care was taken to correctly describe these plans, you should consult the actual certificate of coverage for full details.