



## Recognition

Teammates are our most valued asset at McLane Company and recognition of their years of service is easy with Engage2Excel.

### Service Anniversary Awards

McLane Service Anniversary Awards are available for every 5-year anniversary, beginning with the fifth year of employment. Each month the Division's People Department will receive a box from Engage2Excel containing the personalized packets for teammates celebrating an anniversary in the upcoming month. Packets received for terminated teammates can be shredded.

Packets should be distributed timely to the teammates. The packet includes a personalized certificate recognizing years of service and a gift catalog with details on selecting their award using a certificate number. Teammates are encouraged to make their selection within two (2) weeks of their anniversary date. (A certificate number becomes active on the teammate's actual anniversary date and invalid after 120 days or upon termination.)

- To view the complete award assortment and place an order, go to [McLane.AwardSuite.com](https://McLane.AwardSuite.com).
- Enter the certificate number and click **Login**.

### Retirement Recognition

It is important that we recognize our McLane retirees for their years of service and contribution to the growth of our company. After their retirement date, Engage2Excel will mail a postcard to the retiree's home with information on the product assortment available for their years of service. The definition of retirement is age 65 with 10 plus years of service with McLane.

To order a retiree's postcard, send the following information to [Gracie.Portillo@mclaneco.com](mailto:Gracie.Portillo@mclaneco.com) at least two (2) weeks prior to date of retirement:

- Teammate Name & ID
- Division Number
- Home Address
- Hire Date
- Retirement Date
- Date of Birth

### Questions on Service Anniversary or Retirement Awards?

- McLane Benefits Hotline: 1-888-403-6089
- Engage2Excel Customer Service: 1-800-557-3218