



MILITARY LEAVE

An employee absent from employment due to military service is entitled to reemployment rights and benefits under Uniformed Services Employment and Reemployment Rights Act (USERRA) for up to five years. An employee should provide advance written or verbal notice of such service to their manager when foreseeable.

Upon request, Sunshine Village will give up to 17 days in a calendar year for military leave. An employee will be required to exhaust earned time banks (such as vacation, holiday and sick time) and substitute those earned days towards the entitlement. This will result in part of your military leave becoming a "paid" leave.

Upon the completion of a period of service in the uniformed services, the person shall notify the employer of intent to return to a position of employment. All Reemployment Rights will be followed in accordance with USERRA.

VETERANS DAY AND MEMORIAL DAY LEAVE POLICY

Sunshine Village values our veterans. Active employees who are veterans of the armed services may take a leave of sufficient time to participate in a Veterans Day or Memorial Day exercise, parade or service in the veterans' community of residence.

Sunshine Village will grant paid time off for a veteran seeking to participate in an event on Veterans Day or Memorial Day event, as long as the employee veteran provides reasonable notice to their supervisor. Employees are asked to plan as far in advance as possible.