

Keeping You *in the Know*

April 14, 2020

RESOURCES TO ASSIST YOU THROUGH COVID-19

At Loews Hotels & Co we focus on all of our principles and during times such as the ones we are currently experiencing, we can find comfort in our principles and what they mean. This week's "Keeping you in the Know" is centered on one principle in particular, "We Care About Others." We are providing information and resources to equip you and your family in dealing with the physical, emotional and financial consequences associated with the COVID-19 pandemic. While the first two editions of this publication focused on resiliency, optimism and taking care of yourself during this time of immense change and uncertainty, this edition will focus on resources that are available to you to assist from a financial perspective including the following:

- The new Loews Hotels & Co COVID-19 Disaster Relief Fund
- Filing for unemployment in each state along with needed w-2 information you will need to complete your application
- How to take a penalty free distribution from your Loews Hotels 410(k) plan with T Rowe Price

The job board has also been updated to reflect new relationships with vendor partners which will expedite the hiring process should you have an interest in finding part or full time employment during this time in order to bring in additional revenue. Educational opportunities and tips associated with interviewing, preparing a resume and finding opportunities have also been added.

We Care About Others – The Creation of the Loews Hotels & Co Disaster Relief Fund

In alignment with our principles and caring for our Team Members, we are excited to announce the establishment of The Loews Hotels & Co COVID-19 Disaster Relief Fund which has been created to provide financial support to those who are facing financial hardship as a result of the COVID-19 crisis.

This fund is available to eligible Team Members of Loews Hotels & Co and Loews Hotels at Universal. It has been established to offer US based (as stipulated by regulatory requirements) regular full-time and part-time Team Members who are on Unpaid Leave of Absence or whose hours/compensation have been reduced (as of March 1, 2020) with assistance by providing "qualified disaster relief payments." The fund was created with the intent to offer help to our Team Members who are facing financial hardship as a result of the COVID-19 pandemic.

[Take a look](#) at what our Chairman & CEO, Jonathan Tisch had to say about the creation of this fund.

Team members can begin submitting applications on Friday, April, 17 – the site will be live by 9 AM EDT. Please log into Workday or visit www.loewshotels.com/team-members where you will find the directions and application link. All applications will be reviewed by the Loews Hotels Review Committee and you should receive an e-mail (through your personal e-mail) within 5-7 business days communicating the status of your application. Payments to eligible, qualified team members will be made via an electronic check.

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Additional Resources

Financial Assistance

The Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law to provide federal government support in the wake of the coronavirus pandemic. The CARES Act includes provisions related to retirement plans that offer both financial relief and flexibility to plan participants.

Starting **April 20th**, participants in the Loews Hotels 401(k) Plan through T Rowe Price may take a penalty-free coronavirus-related distribution up to \$100,000 from their 401(k) account if the participant:

- Has been diagnosed with COVID-19;
- Has a spouse or dependent who was diagnosed with COVID-19; or
- Is experiencing “adverse financial consequences” from quarantine, furlough, layoff, or reduced hours due to the coronavirus or is unable to work due to the lack of childcare.

Participants may self-certify their eligibility for a coronavirus-related distribution. Additionally, the CARES Act allows for repayment of a coronavirus-related distribution within a three-year window.

For additional questions or to initiate a coronavirus-related distribution, contact T Rowe Price at 1-800-922-9945. Representatives are available business days between 7 a.m. and 10 p.m. eastern time.

EAP – Emotional Assistance

The Employee Assistance Program (EAP) offers 24/7 access and referrals to counselors from our nationwide network of more than 190,000 clinicians – at no cost to you. The EAP is designed to provide prompt, confidential emotional assistance. You can call 866-248-4094 to speak with an EAP representative who will listen to your needs and connect you to the appropriate resources. Online access is also available through liveandworkwell.com (access code 902697).

Virtual Visits – Medical Assistance

If you have medical coverage through Loews Hotels and are seeking advice, support and guidance about COVID-19, or treatment for other illnesses like the flu, allergies, pinkeye and more, Virtual Visits can provide you with access to care from your home. Having a Virtual Visit allows you to help minimize your exposure to potentially contagious viruses in public places—like doctors' offices and waiting rooms. Virtual Visits are provided through all health plans offered by Loews Hotels – UnitedHealthcare, Kaiser, BCBS of Louisiana and SIMNSA. Doctors are available 24/7 by phone or video. Call the number on the back of your medical card to find out more about your health plan's Virtual Visits. UHC members can also access Virtual Visits through their UnitedHealthcare app. Please note that Virtual Visits currently can't test for or treat COVID-19.

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Friendly Reminder

Social media groups and chats become an easy way to stay connected during these times when we are asked to isolate. While social media is a valuable communication tool, please be mindful of what you share in these public forums, particularly related to Loews Hotels & Co. Each of us represent Loews Hotels & Co in what we say and do.