

Samplers Inc. Meal & Rest Break Policy & State-Specific Exceptions

Below is our standard policy regarding meal and rest breaks. Samplers Inc. wants to ensure that all employees receive appropriate time for meals and breaks.

Since you are working alone at most events, you can use your best judgement on when to take your breaks; we suggest you take them around the middle of your shift. Even if your event location is busy, you are still entitled to and should be taking your provided breaks. Before going on break, you should pack up your event area, as applicable. If you have any questions during your event about your breaks, please contact your supervisor immediately.

Some states have additional meal break requirements, which are listed out by state on the second page of this document. If a policy is listed for your state: that is the one you should follow. If a policy is not listed for your state: please follow the Standard Samplers Inc. Meal & Break Policy

Please contact hr@samplersinc.com with any questions or concerns.

Standard Samplers Inc. Meal & Rest Break Policy

Meal Breaks

- An unpaid 30-minute meal break will be provided for all shifts over 6.5 hours

Note: Certain longer shifts may have multiple meal breaks. Those will be handled and communicated to you on a case-by-case basis. Always ask if you have any questions.

Rest Breaks

- Shifts less than 3.5 hours: no break provided
- Shifts 3.5 to 6 hours: 1 paid 10-minute break provided
- Shifts more than 6 hours to 10 hours: two paid 10-minute breaks provided
- Shifts more than 10 hours to 14 hours: three paid 10-minute breaks provided

Meal and rest breaks work together. Here are a few examples of shift times and associated breaks.

- *3.5-hour shift: no breaks provided*
- *4-hour shift: one paid 10-minute rest break provided*
- *5-hour shift: one paid 10-minute rest break provided*
- *6-hour shift: one paid 10-minute rest breaks provided*
- *7-hour shift: one unpaid 30-minute meal break and two paid 10-minute rest breaks*
- *8-hour shift: one unpaid 30-minute meal break and two paid 10-minute rest breaks*

Meal & Rest Breaks – Exceptions per State

- **California: Meal Periods:** Employee is entitled to a 30 min non-compensated meal period. No employee to be scheduled more than 5 consecutive hours without taking a meal period. An employee scheduled to work not more than 6 hours in a workday may be in mutual agreement with the company, work without a meal period. When the work period is 10 hours per day, a 2nd meal period of at least 30 min will be provided. If the total hours worked is 12 or fewer, the 2nd meal period may be waived by mutual consent only if the 1st meal period was not waived.
Rest Breaks: 10 minute paid rest during each 1/2 of a full workday. Not required for employees whose total daily work is less than 3 1/2 hours.
- **Colorado: Meal Periods:** Employees who are scheduled to work a shift that exceeds five consecutive hours are entitled to take a non-compensated meal period each workday of 30 minutes.
Rest Periods: Employees will take a 10-minute rest period during each half of a full workday.

- **Connecticut: Meal Periods:** Employees who are scheduled to work a shift that exceeds 7.5 consecutive hours are entitled to take a non-compensated meal period each workday of 30 minutes.
- **Delaware: Meal Periods:** Adult employees working 7 consecutive hours or more are entitled to take a non-compensated meal period each workday of 30 minutes.
- **Illinois: Meal periods:** Employees who are scheduled to work a shift that exceeds 7 consecutive hours are entitled to take a non-compensated meal period each workday of 30 minutes
- **Kentucky: Meal Periods** Employees scheduled to work more than five consecutive hours in a workday are entitled to take a reasonable meal period between their third and fifth hour of work. If greater than 20 minutes the meal period will be unpaid. *Note: Samplers Inc. provides a 30-minute unpaid break.*
Rest Periods: Employees will take a ten-minute rest period during each half of a full workday.
- **Massachusetts: Meal Periods** Employees are entitled to take a non-compensated 30 minute meal period each workday over 6 hours.
- **Maine: Meal Periods:** Employees working six consecutive hours or more in one workday are entitled to take a noncompensated meal period each workday of 30 minutes.
- **Minnesota: Meal Periods:** Employees working eight consecutive hours or more are entitled to take a non-compensated meal period each workday of 30 minutes.
Rest Periods: Employees will be allowed adequate time within each four consecutive hours of work to utilize the nearest convenient restroom.
- **North Dakota: Meal periods:** Employees are entitled to take a non-compensated meal period of 30 minutes during each shift that exceeds five hours if at least two employees are on duty. Employees may waive their right to such a meal period by agreement with the Company.
- **New Hampshire: Meal Periods:** Employees are entitled to take a non-compensated meal period of 30 minutes every five consecutive hours worked.
- **Nevada: Meal Periods** Employees are entitled to take a non-compensated meal period of 30 minutes for each workday 8 hours or more.
Rest Periods Employees will take a ten-minute rest period during each four hours worked or major fraction thereof.
- **New York: Meal Periods** 30-minute unpaid meal break provided between 11am and 2pm for shifts that cover that time span and are more than 6 hours. 45-minute unpaid meal break provided for shifts more than 6 hours that begin between 1pm and 6pm. The break must be in the middle of the employee's shift. Additional 20-minute break provided between 5pm and 7pm for shifts that begin after 11am and continue after 7pm.
- **Rhode island: Meal Periods** Employees will be provided an unpaid 20-minute meal period during a six-hour shift or a 30- minute unpaid meal period during an eight-hour shift. *Note: Samplers Inc. meal breaks are 30 minutes long*
- **Tennessee: Meal Breaks:** 30-minute unpaid meal break provided for shifts 6 hours or more
- **Vermont: Meal & REST BREAKS** All employees will be provided with reasonable opportunities to eat and use the restroom.
- **Washington: Meal Breaks** Employees are entitled to take a non-compensated meal period each workday of 30 minutes. No adult employee will work more than five consecutive hours without a meal period. Employees working three or more hours longer than a normal eight-hour workday will be allowed another 30-minute meal period before or during the overtime period.
Rest Breaks Employees will take a ten-minute rest period during each half of a full workday
- **West Virginia: MEAL BREAKS:** 30-minute unpaid meal break provided for shifts 6 hours or more.

If you have questions regarding breaks for a specific shift you are scheduled for, please contact hr@samplersinc.com.