

**Summary of Key Items and Dates**

| <b>Item</b>   | <b>Estimated Completion Dates<sup>1</sup></b>   | <b>Delivery and/or Communication Method</b>   |
|---|---|---|
| <b>Final Pay – Period February 10 to February 15, 2019</b>      | Paid on March 1, 2019 <sup>2</sup>  | Bank Deposit  |
| <b>Vacation Pay</b>   | Paid on March 1, 2019 <sup>2</sup>  | Bank Deposit  |
| <b>Employee Expense Reimbursements</b>                          | By March 8, 2019  | Cheque Mailed   |
| <b>Record of Employment (ROE)</b>                               | Posted on March 1, 2019 <sup>2</sup>  | Web filed with Service Canada   |
| <b>Termination Letter</b>                                       | Posted to “Employee Information” section of the Receiver’s website February 16, 2019. Mailed by February 22, 2018 | Mailed and posted to the “Employee Information” section of the Receiver’s website                         |
| <b>Statutory Notice to Creditors</b>                            | Mailed by February 22, 2019   | Mailed and posted to the Receiver’s website   |
| <b>T4 – 2018</b>  | Mailed on February 28, 2019 or March 1, 2019  | Mailed  |
| <b>T4 – 2019 for the period to February 15, 2019</b>            | March 15, 2019  | Mailed  |
| <b>T2200 (if applicable)</b>                                    | March 15, 2019  | Mailed  |
| <b>Benefits Coverage Period (health and dental)</b>             | To February 28, 2019  | N/A   |
| <b>Pension</b>  | Matching was paid to February 15, 2019  | Included in Final Pay   |
| <b>WEPPA (“Wage Earner Protection Program Act”) Information</b> | Additional information to be provided by March 8, 2019  | To be posted to “Employee Information” section of the Receiver’s website                                  |
| <b>Questions can be submitted by email</b>                      | <a href="mailto:EHemployees@erwinhymergroupna.com">EHemployees@erwinhymergroupna.com</a>                          | Please note that your emails and calls have been received and we will work to respond as soon as possible |

<sup>1</sup> The above dates are estimates. To the extent that any dates may change, the Receiver will post updates to this website.

<sup>2</sup> Final pay, vacation pay, ROEs and T4s have been provided/sent for virtually all employees, with certain minor exceptions. If you have not received, please contact us through the email address provided above.