

Turn PTO into support for the causes you care about

Introducing PTO Exchange

What Is PTO Exchange?

PTO Exchange is a benefit that lets you turn unused paid time off into real value. Instead of letting PTO go unused, you can exchange it for things that support your personal priorities, causes you care about, or your personal finances – all through one secure, easy-to-use platform.

Make an Impact With Your Unused PTO

With PTO Exchange, you can convert eligible unused PTO hours into charitable donations. This allows you to support qualified nonprofit organizations using time you have already earned. Your PTO is exchanged and donated through payroll, making it a simple way to give back without needing to make a separate cash donation

Why employees choose the charitable giving option

- ✔ Support causes and organizations that matter to you
- ✔ Use unused PTO to make a meaningful impact
- ✔ Donations are processed through payroll and are tax deductible, where applicable

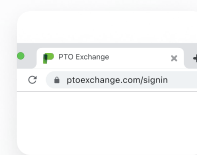
Charitable Giving through PTO Exchange offers a convenient way to turn earned time off into positive change.

Using PTO Assets to Build Community

PTO Exchange facilitates charitable donations and also manages matching contributions and employee volunteer activities. The platform can be configured with your organization's specific limits and protocols for eligibility. This gives the employee a creative way to use a part of their earned compensation that tends to get under-utilized so they can support the causes that mean something to them.



Talk to your HR Team about adding PTO Exchange and it can be as easy as:

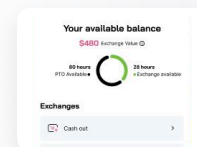
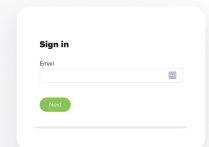


1

Go to ptoexchange.com/signin

Log in using your work email address

2

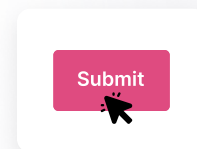
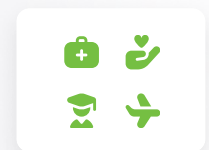


3

View your available PTO balance

Choose how you'd like to exchange your PTO

4



5

Submit your request

Manage PTO Exchange From Your Phone

The PTO Exchange mobile app makes it easy to check your balance and submit exchanges anytime, anywhere. Just scan the QR code to download and get started.



Questions?

Contact your HR team today