## REFERENCE GUIDE FOR TALLEY CONSTRUCTION COMPANY, INC. 401(K) PROFIT SHARING PLAN AND TRUST

EMPLOYER: Talley Construction Company, Inc.

ADDRESS: 1751 McFarland Avenue, Rossville, Georgia 30741

TELEPHONE: 706-866-0596

FAX: 706-866-0624

EMAIL: lchambers@talleyconstruction.net

CONTACT NAME: Lynn Chambers ACCOUNT # 860004

EMPLOYER EIN: 62-1462015 FISCAL YEAR END: December 31 PLAN YEAR END: December 31st VALUATION DATE: daily PLAN NUMBER: 001

TRUSTEE(S): ING National Trust

ADMINISTRATOR: Employer is the Administrator

PARTICIPATING EMPLOYER(S): T.J. Hunt I, LLC and Retro Industries, LLC

EFFECTIVE DATE OF PLAN: February 1, 1994

EFFECTIVE DATE OF RESTATEMENT: January 1, 2016

PLAN SPECS	EXPLANATION	QUEST/PG
Eligible Employees	For all contributions:	13 p.4
	all Employees are eligible EXCEPT:	
	union Employees	
	nonresident aliens	
Eligibility Requirements	For all contributions:	14 p.5
-Eligibility age	age 21	
-Eligibility service	six (6) months	
Eligibility-Include Service		
-With	Southeastern Materials, Inc.	16 p.7
Entry Date	For all contributions:	15 p.6
•	1st day of next month	-
Service Crediting Method	defaults apply	17 p.7
Vesting		18 p.8
-Schedule	for Employer Nonelective profit sharing contributions: the following schedule applies	-
	(except 100% vested upon Normal Retirement Age, upon death, or if disabled):	
	2-20; 3-40; 4-60; 5-80; 6-100%	
-Schedule	for matching contributions: the following schedule applies (except 100% vested upon	
	Normal Retirement Age, upon death, or if disabled):	
	2-20; 3-40; 4-60; 5-80; 6-100%	
Vesting-Include Service		
-With	Southeastern Materials, Inc.	16 p.7
Vesting - Other		
-Safe harbor	"ADP test safe harbor contributions": 100% immediate	27 p.15
Retirement		
-Normal	NRA: age 65	20 p.10
	NRD: date on which Participant attains NRA	21 p.10
-Early	ERD: date on which	22 p.10
•	Participant attains age 55 and completes 10 Years of Service for eligibility	-
Compensation	W-2 wages for PY	23 p.10
-Limitation Year	Plan Year (same as compensation determination period)	
Adjustments to Compensation		23 p.10
-All contributions		
	exclude Compensation paid while not a Participant in the component of the Plan for	
	which compensation is being used	
Post-severance Compensatio	•	24 p.11
Adjustments		-
-All contributions		

include post-severance regular compensation

include leave cashouts
include deferred compensation

<b>Employee Contributions</b>		
-Elective Deferral		25 p.12
	maximum percentage allowed	
	Catch-Up Contributions permitted. Match on Catch-Ups	
	Roth Elective Deferrals permitted	12 p.3
	Participants may modify salary deferral elections:	Admin Proc
	each payroll period	
	salary deferral election applies to irregular pay	Admin Proc
	unless separate salary deferral election is made	
	suspended elective deferrals will resume after suspension	Admin Proc
-Rollovers	accepted by Plan	12 p.3
	from Participants who are Employees or from Eligible Employees	
<b>Employer Contributions</b>		
-Safe Harbor Plan	With the following provisions	27 p.15
	safe harbor effective February 1, 2009	
	basic match: 100% up to 3% of Compensation plus 50% of Compensation from 3 to	
	5%	
	determined each PY	
-Matching contributions		28 p.17
	discretionary	
	allocation conditions for matching contributions:	
D 01 01 1	no conditions to share in matching contribution	20 10
-Profit Sharing		29 p.19
	contribution: discretionary	
A11	integrated allocation: with 5.7% and TWB	20 21
-Allocation Conditions	for Employer Nonelective profit sharing contributions:	30 p.21
	share if employed at end of year	
	if terminated: share if completed more than 500 Hours of Service	
	conditions waived if termination due to death, disability or termination of employment	
Forfeitures	after Normal Retirement Age	A 1 ' D
rorieitures		Admin Proc
	used to pay Plan expenses or otherwise used at Employer's discretion	
	Forfeiture (other than match): reduce Employer contribution	
Distributions	Forfeiture (match): reduce match	
-Form of distributions	distributions may be made in	24 n 22
-1 Offit of distributions	distributions may be made in: lump-sum, installments and partial withdrawals; and distributed in cash only	34 p.22
	no annuities	
-Termination	distributions upon termination:	35 p.23
- 1 CHIMITATION	as soon as feasible after termination	33 p.23
	rollovers excluded in \$5,000 threshold	
	forced cash-outs if less than \$5,000	
-Hardship distribution	Permitted from:	37 p.24
-Hardship distribution	Pre-Tax Elective Deferrals and Roth Elective Deferrals	37 p.24
	limitations on hardship distributions:	
	-safe harbor standards for all Accounts	
	-hardship distributions for expenses of a Beneficiary are allowed	
-In-service distributions	permitted from: all Accounts	38 p.25
in service distributions	conditions for in-service distribution from certain Accounts:	30 p.23
	-Participant must be age 59.5	
	limitations for in-service distribution:	
	-only if fully Vested	
Miscellaneous	,,	
-Loans	not permitted	45 p.28
-Directed Investments	Permitted, with ERISA 404(c) compliance	Admin Proc
III. Comionio	may direct all Accounts	
-Rollover distributions	allowed at any time	46 p.28
	·,	.5 p.25

-ADP test	ADP ratio based on the following:	44 p.27
	safe harbor Plan, no testing	
-ACP test	ACP ratio based on the following:	44 p.27
	safe harbor Plan, no testing	
-Insurance	not permitted	Admin Proc