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# U.S. Domestic Relocation Summary

For U.S. Retirees  
October 2015

Shared Services

## Introduction

This document provides a summary of relocation benefits. It does not constitute a guarantee and benefit eligibility may depend on individual circumstances. To avoid jeopardizing certain relocation benefits, please do not begin any aspect of your relocation program prior to discussions with your Brookfield Global Relocation Services (Brookfield) relocation consultant. In particular, please do not contact a real estate agent for assistance in your current or future location.

The following is a brief summary of the benefits included in your relocation program which are effective 1/1/2015. Relocation services and benefits cannot begin until you are within 90 days of your effective start date with Chevron. Refer to full program document for details.

## Topics Covered in this Summary

- Eligibility
- Allowance Payments
- Departure Services and Benefits
- Destination Services and Benefits
- Additional Relocation Services

## Eligibility

- In order to be eligible to receive a retiree relocation benefit, all of the following conditions must be met:
  - You must have been age 55, or older, or had 30 years of service upon transfer to the current work location.
  - You must have been exempt when transferred to the current work location.
  - You must have moved to the current work location under a Chevron, Texaco or ChevronTexaco relocation program in effect on the date of transfer.
  - You must be eligible for retirement with at least 25 years of service or 75 points at time requesting Retiree Move assistance.
  - You must have worked in the current work location for a minimum of two years.
  - You must change place of residence at the time of the post-retirement move outside the current metropolitan area.
  - The distance from the old residence to the new residence must be at least 75 miles.
  - You must be moving to either:
    - The location which you were previously assigned immediately prior to the late career move.
    - A location of your choice provided the expenses reimbursed do not exceed the expenses of moving to the previously assigned location prior to the late career move.

## Allowance Payments

### Miscellaneous Expense Allowance (MEA)

- At the beginning of your move, you will receive a one-time payment equal to .5 months' salary (capped at \$7,500), less taxes, to cover any non-specific miscellaneous expenses that you might incur as a result of your relocation. No receipting is required.

## Departure Services and Benefits

### Homeowner – Home Sale Program

Chevron provides an industry leading home disposition assistance program for the sale of your home in your current work location. The provisions of the program are:

- Administered by Chevron's designated relocation services provider, Brookfield.
- A comprehensive marketing assistance program with can begin 90 days prior to your retirement.
- Required placement of listing referral with a real estate agent through Brookfield.
- Assistance in contract negotiation.
- Home sale closing management.
- Reimbursement of all normal and customary home selling closing costs.

## Destination Services and Benefits

### Home Finding Services

- Chevron provides destination services to assist you in finding a new primary residence. These services are administered by Brookfield.
  - Required placement of home purchase referral with real estate agent through Brookfield.
  - Assistance with home purchase negotiation and contract review prior to submission of your offer.

### Chevron Approved Lender Program

- Chevron has agreements with several preferred mortgage lenders. The benefits of using these approved lenders are:
  - Competitive mortgage rates.
  - Negotiated mortgage costs.

### New Home Purchase Closing Costs

If you are a homeowner in your current work location and purchase a home in your new location, Chevron will pay your normal and customary home purchase closing costs including pre-purchase inspections; subject to restrictions.

## Additional Relocation Benefits

### Final Move Trip

- Chevron will reimburse the cost for reasonable lodging, per diem meals and transportation for you and any eligible family members while in transit to the new work location.
- You are expected to drive to your new work location and you may be eligible to receive mileage reimbursement for up to three vehicles. If, however, you are unable to drive, you will receive reimbursement for airfare provided the distance is greater than 400 miles.
- Reimbursement of up to \$350 towards shipping of two household pets.

### Household Goods

- Chevron has agreements with two professional moving companies to provide a full service move including, packing loading, delivery and unloading of your household goods.
- If your move is greater than 400 miles, two vehicles may be shipped.
- \$100,000 replacement value insurance is provided while your goods are in transit.

### Tax Assistance

- No tax assistance is provided.