

Employee Benefits Guide



United Kingdom

20
24



Healthcare

Taking care of you and your family is important to us.

Our healthcare program delivers choice so you can prioritize your health in the way that best serves your unique needs.

| | Coverage | Employees | Dependants |
|---------|-------------|-----------|------------|
| Medical | AXA Health | 100% | 75% |
| Dental | Bupa Dental | 100% | 75% |
| Vision | AXA Health | 100% | 75% |



Pension Plan

It's never too early or too late to start planning your retirement.



Royal London

Employee Contribution

5%

Instabase Contribution

4%

Pension
Plan



Income Protection

Helping you plan income protection and maintaining your financial security.

We provide the essential benefits that will protect you and your family from your loss of income due to unforeseen circumstances.

Death In Service

Lump sum benefit in the event of your death.

4x Salary

Income Protection (Disability)

You will be enrolled into this benefit from the first day of employment.

You will receive 75% of your salary after a 13 week waiting period.

Mental Health

Helping you find personalized mental health benefits with licensed therapists.

Our mental healthcare program supports healthy team cultures through professional care and direct connection.

8 covered sessions with a licensed therapist that matches your background and preferences

Samata Health

Free 15 minute consultations to confirm your matched therapist **OR** refer your own therapist into the benefits platform



Family Planning Support

Instabase Fertility Health Reimbursement Account (HRA)

Instabase offers a Fertility Benefit which reimburses up to the equivalent of \$5,000 USD in infertility expenses per employee (lifetime max; subject to regional tax).



**Birthin
g Parental
Leave**

**18 weeks paid at
100%***

**Non-Birthin
g Parental
Leave**

**9 weeks paid at
100%***

**In coordination with eligible state paid family leave & wage substitution benefits*

Wellbeing & Additional Offerings

To enhance your employee experience, we provide a range of benefits to holistically support your wellbeing.



Gympass

[Fitness and wellbeing platform](#)



Technology Stipend

40 GBP per month



Wellness Reimbursement

up to 400 GBP per fiscal year

Paid Time Off

We offer Unlimited PTO Policy to all our employees, paid regional holidays off, and 6 Instabreaks, or company-wide Fridays off, throughout the year.

2024 UK Holidays

| | | | |
|---------------------|-----------|---------------------|-------------|
| New Year's Day | January 1 | Summer Bank Holiday | August 26 |
| Good Friday | March 29 | Christmas | December 25 |
| Easter Monday | April 1 | Boxing Day | December 26 |
| Early May Bank Day | May 6 | | |
| Spring Bank Holiday | May 27 | | |



InstaBreak

Instabreaks

Friday, February 16

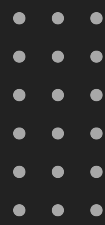
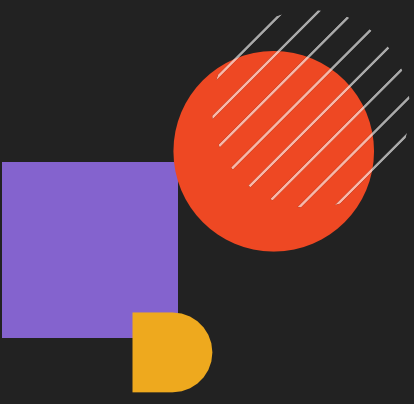
Friday, March 22

Friday, May 24

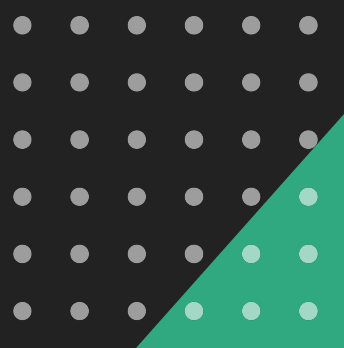
Friday, July 5

Friday, August 30

Friday, October 11



INSTABASE



www.instabase.com