

January 25, 2012

**To:** All IAM employees and Managers

**Subject:** Lump Sum Payments and Contribution Election Form for 2012

According to the IAM and Spirit negotiated contract, IAM employees are eligible to receive various lump sum payments throughout the year, as applicable. These may include Rate Range & Wage Increases, Cost of Living Adjustments (COLA), Incentive Pay, Gain Share, or Long Term Incentive (LTI) payments. Informational slides, calculation examples and Frequently Asked Questions are [available here \(link to Spirit intranet\) and on the IAM website \(link to website\)](#). This information will assist employees in determining what each payment is, when the payouts will be made (if certain business conditions are met) and how to determine the amount of the payouts. For more information, please refer to the IAM contract on how the calculation methods are defined and for annual requirements for these lump sum payments.

IAM employees have the option to defer a percentage of their lump sum payments to the IAM National 401(k) Plan. The Contribution Election Form for **2012** is [available here](#), at the HR Service Center and at the local IAM office. ***The election form must be completed and returned (or faxed) to the HR Service Center on or before 5:00 p.m., February 3, 2012.*** The fax number is (316) 523-4688. If the form is not received by the deadline, the lump sum payments made throughout the year, as applicable, will be paid directly to the employee. (Please ***do NOT*** use interoffice mail as this may cause a delay in when the form is received.)

**Contact:** [GRP Compensation](#)