



Employee RV Purchase Policy

Effective Date: January 1st, 2024

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I. Purpose

Kunes Auto Group ("Company") will set a general policy for the purchase of RV's from the company for employees and immediate family members.

II. Overview

This Employee RV Purchase Policy sets forth the Company guidelines that will be applied to all employees and immediate family members who purchase an RV. This policy conveys company expectations and procedures for the issuance, pricing, procedures, and exceptions for Company's employees. This policy will be effective as of January 1, 2024. Employees and their supervisors are responsible for ensuring that they adhere to this procedure for the procurement of their Employee Purchase Documents, Company Sales Employees are required to follow the policy when employees are purchasing a RV and take the utmost care of said employee. Any exclusions or complaints should be brought to the Corporate Training Team, Regional Manager and/or the Chief Operating Officer.

III. Eligibility

All Kunes Auto and RV employees, employees of Camp Timberlee, employees of Lake Lawn Resort, employees of Ignition Dealer Services, and employees of Geneva 10. Employee pricing is also extended to immediate family members (i.e., parents, children, spouse).

IV. Policies and Procedures

1. Kunes Auto & RV Group believes in its inventory, and believes in its employees, and that Kunes RVs are the right ones for them. Kunes Auto & RV Group strongly encourages its employees to take advantage of this special low rate and purchase their RVs from us.
2. As an incentive for Kunes Auto & RV Group employees to purchase and drive our RVs each employee may purchase used RVs for personal use, at \$500 over sales cost or the price show on our website(s) as the Internet Price (whichever is the lesser) plus tax, title dealer fees etc. Specialty purchases may not qualify. All RVs must be inspected for sale by a Kunes Service Department.
3. Because of the special employee price this discount may not be available on all RVs.
4. New RV Pricing shall be \$500 over factory invoice plus the charge of necessary PDI Service. Not all RVs qualify, specialty RVs and RVs in limited supply may be exempt and will be considered on a case-by-case basis.
5. All RVs should be purchased from the store that they are stocked in. Delivery charges will be passed on to the employee if the purchasing employee insists on taking delivery from another location.

6. Transportation costs are the responsibility of the employee and may be added to the purchase price of the RV.
7. Employees must fill out the Employee Purchase Request Form on kunesstaff.com or provided to them by their HR department. Employees must have a valid Employee Purchase number and present that document or number as soon as possible to their sales associate or sales manager.
8. Kunes Automotive Management Training Staff are to help facilitate any employee transaction and ensure that they receive the proper pricing and customer experience.
9. Any discrepancies, exceptions, or complaints should be brought to the attention of the Kunes Automotive Management Training Staff, Regional Manager, and/or the Chief Operating Officer.
10. Kunes RV customers that are non-employees may take precedence over employee purchases. In the event that a RV of interest has a set and confirmed appointment, deposit, or pending deal Kunes RV dealerships reserve the right to hold or sell said RV for customer purchase. Every effort will be made to find a suitable replacement RV for the employee should this occur.
11. Kunes RV staff will treat all employee purchases with the utmost of care and importance, every effort should be made to ensure our Kunes Family is well taken care of and satisfied with their purchase.