

# AEO

April 3, 2020

Dear Valued Associate:

This letter is notice that American Eagle Outfitters Inc. or one of its subsidiaries (“AEO”) is placing you on a temporary, unpaid, furlough effective April 5, 2020. This is one of the most difficult decisions our company has faced in its 43-year history. Unfortunately, the continued closures of our stores due to the COVID-19 crisis has brought us to this point.

We understand that this will be a hardship to many. However, a furlough allows you to remain an AEO employee and continue to take advantage of AEO benefits. For example, if you are currently enrolled in AEO medical/prescription drug, dental and vision benefits, those **benefits will continue and AEO will pay for 100% of the premiums** for the entire month of April. Other benefits will also continue. We encourage you to **review the enclosed FAQs** for details on additional benefits that will continue as well as important information on filing for unemployment compensation. If you have questions, please contact the AEO Benefits Department at [BenefitsSupport@ae.com](mailto:BenefitsSupport@ae.com) or by calling 724-779-5678, press 6 for Benefits.

In many ways, one of the hardest parts of this crisis is the uncertainty. While this notice is not a promise of continued or future employment, furloughs are meant to be temporary and last no more than six months. In our case, we do not expect or intend that the furlough will last nearly this long. Weeks, instead of months, is our expectation and we are doing everything we can to get everyone back to work as soon and safely as possible. We will continue to assess the anticipated length of the temporary layoff and provide you with updated information beyond April once we are in a position to do so. None of the employees being placed on temporary furlough, including you, has a right to claim another job at AEO.

We are taking this action because of COVID-19-related business circumstances that were not reasonably foreseeable. We would like to have given you more notice of this action, but were unable to do so because of how quickly the COVID-19 pandemic, the World Health Organization’s pandemic declaration, the President’s declaration of a national emergency, and other related governmental announcements and actions affected our operations.

Visit AEO’s microsite at [www.aeo-inc.com/associates-faq](http://www.aeo-inc.com/associates-faq) , providing all impacted AEO associates with updates, COVID-19 resources, additional benefits information, unemployment resources and more.

We appreciate your contributions to AEO and believe these actions will allow us to move quickly when stores re-open and the crisis subsides. Thank you for your understanding during these incredibly challenging times.

Sincerely,

AEO Leadership Team