



December 30, 2020

Dear Valued Associate:

This letter is to notify you that American Eagle Outfitters Inc. or one of its wholly owned subsidiaries (“AEO Inc.”) will be implementing temporary layoffs in connection with the December 26, 2020 Lockdown Order.

The effective date of your temporary layoff will be January 3, 2021. At this time, we expect that you will be on temporary layoff until further notice. We will advise you when the recall schedule is confirmed or in the event that there are any changes.

We understand that this will be a hardship to many. With that in mind, if you participate in AEO Inc.’s employee benefits plan, we will cover the employer contributions and the employee premiums for the benefits that you are currently enrolled in, during this period. Additionally, you may be eligible to apply for Employment Insurance benefits through Service Canada. A Record of Employment will be / has been filed electronically at the time of lay off.

If your contact information changes during this period, please inform [CanadianBenefitsSupport@ae.com](mailto:CanadianBenefitsSupport@ae.com) or call 289-562-8077 as we may need to contact you regarding changes to your layoff status.

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

We appreciate your contributions to AEO Inc. and thank you for your understanding. We are continuing to monitor programs that are being developed by the Government of Canada as well as the provincial government. As information becomes available, we will keep you informed of any additional programs or supports that you may be able to avail yourself of during this period of time.

Sincerely,

AEO Inc. Leadership Team