

# Employee Stock Purchase Plan (ESPP)

## Key Facts



CHUBB®

### **Eligibility:**

Employees who have been employed at Chubb for at least six months and work more than 20 hours per week are eligible to enroll in the Employee Stock Purchase Plan (ESPP).

### **Enrollment:**

The ESPP has two offering periods in each calendar year: January 1 to June 30 and July 1 to December 31. Prior to each offering period, eligible employees will have the opportunity to enroll in the plan. Enrollment periods are typically:

- The first three weeks in December (for the January 1 - June 30 offering period)
- The first three weeks in June (for the July 1 - December 31 offering period)

### **To Enroll:**

Newly eligible employees are required to activate an account through Fidelity, Chubb's Equity Plans administrator, to enroll in the Plan. At the start of an enrollment period, Fidelity will send each eligible employee an eligibility notification email including account activation and enrollment instructions. Employees outside of the U.S. will also receive a Participant number/username beginning with an "i" as part of their notification. Eligible employees will go to Fidelity's [NetBenefits website](#) to activate their ESPP account. Once activated, employees will enroll in the plan by entering the account and submitting a contribution election (dollar or percentage of salary for U.S. and percentage of salary for Non-U.S.).

Employees holding awards under the Long-Term Incentive Plan will use their existing Fidelity login information to access and enroll in the ESPP. For assistance with enrollment, eligible employees in the U.S. may also contact a Fidelity representative at 1.800.544.9354. Employees outside the U.S. should use these instructions: [Fidelity Non-US Contacts](#) to contact a Fidelity representative.

### **Contributions:**

Employees can elect to contribute up to 10% of their bi-weekly, monthly or semi-monthly pay which will automatically be deducted **on an after-tax basis** from their paycheck. Upon enrolling in the plan, contributions will be deducted for each six-month offering period.

Please note that the ESPP is a tax-qualified stock purchase plan under the U.S. Internal Revenue Code (IRC). Under IRC requirements, to maintain a tax qualified status, participants cannot accrue the right to purchase stock of the company at a rate that exceeds \$25,000 in value for each calendar year. Participants exceeding the \$25,000 IRC limit will have any excess contributions refunded to them through payroll following the close of an offering period.

Employees considering participation in ESPP need to remember that there are risks associated with investing in stock. This information should not be considered investment advice and past performance of a stock does not guarantee future results.

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### **Share Purchase and Access to Shares:**

Shares are purchased and deposited at the close of each offering period (typically January and July of each year). Employee's 6-month accumulated payroll contributions will be used to purchase **whole** shares of Chubb Limited Stock. Since the plan only allows whole shares to be purchased, any contributions not used during the purchase of shares will be refunded to employees through payroll after the close of the offering period.

Each purchase will be based on the closing price of Chubb Limited Stock on the last trading day of the offering period, less the 15% discount. For example, if the closing price is \$100.00, the discounted purchase price would be \$85.00 ( $\$100.00 - \$15.00 = \$85.00$ ). Employees will have immediate access to their purchased shares once they are deposited into their Fidelity account.

### **Dividends:**

Upon purchasing shares under the ESPP, employees become shareholders of Chubb Limited Stock. As shareholders, employees will receive dividends for their shares held as of the company mandated dividend record dates. All dividends paid under the plan are credited as cash to the employee's account unless an election for dividend reinvestment has been established on the account prior to the dividend payable date. Dividends are only paid on purchased shares deposited into an employee's Fidelity account.

### **Changes to Participation:**

Once enrolled in the ESPP, contribution elections and enrollment are automatically renewed for each offering period. Employees must act to change their contribution election and/or discontinue participation. Changes to contribution elections are not permitted during an offering period. Increasing or decreasing the contribution percentage must be completed during an enrollment period for the subsequent offering period.

Employees may discontinue participation in the plan at any time during an offering period or before the beginning of a new offering period. Plan rules require that if an employee wishes to discontinue participation in the plan during an offering period, all contributions that have been deducted during the current offering period will be refunded to the employee via a future paycheck (without interest) and the employee will no longer be eligible to purchase stock at the end of that offering period.

### **To Make Changes or Discontinue:**

Employees need to complete contribution changes or elect discontinuation through their Fidelity ESPP account on Fidelity's [NetBenefits website](#) or by following these [instructions](#).

For assistance with changes or discontinuation, employees in the U.S. may also contact a Fidelity representative at 1.800.544.9354. Employees outside the U.S. should use these call instructions: [Fidelity Non-US Contacts](#) to contact a Fidelity representative. Representatives are available from 8am to 8pm local time, Monday through Friday when the New York Stock Exchange is open.

### **Questions and Contacts:**

Plan related questions: [chubb.equityplans@chubb.com](mailto:chubb.equityplans@chubb.com)

Fidelity access/usage:

U.S: 1.800.544.9354

Outside the U.S. [Fidelity Non-US Contacts](#)

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