

ALTERNATIVE DISPUTE RESOLUTION PROGRAM

REQUEST FOR CONCILIATION



INSTRUCTIONS: Use this form to request a telephonic conciliation meeting for a dispute covered by Cracker Barrel's ADR Program.

Employee claims which must be submitted to ADR include any legal dispute arising out of or related to your employment, including those related to your application for employment, any aspect of your employment relationship or your termination of employment. Such claims may include, but are not limited to, any dispute concerning wage and hour law, compensation, leave, harassment, discrimination, retaliation, breaks or rest periods, uniform maintenance, expense reimbursement, training, discipline, transfer, defamation, demotion, promotion and termination. It also includes any claims that come about through employment laws such as Title VII of the Civil Rights Act, the Age Discrimination in Employment Act, the Older Workers Benefit Protection Act, the Worker Adjustment and Retraining Notification Act, Equal Pay Act, Americans with Disabilities Act, as amended, Family and Medical Leave Act, Fair Labor Standards Act, Employee Retirement Income Security Act, Genetic Information Non-Discrimination Act, Pregnancy Discrimination Act, and any federal, state or local laws or regulations covering the same or similar matters or any other aspect of the employment relationship. ADR also covers any tort, negligence, or contractual claims.

ADR (conciliation and arbitration) is for disputes related to legally protected rights only, meaning claims you could raise in a court or before an administrative agency. This means that these additional steps are not available for general workplace concerns or to review performance evaluations, Company work rules, pay rates, or increases and decreases in benefits, unless such matters relate to legally protected rights (such as, for instance, the prohibition against discrimination, harassment, or retaliation).

ADR does not cover claims for workers' compensation, state disability insurance or unemployment insurance benefits, nor does it prohibit you from filing a claim with a government agency such as the Equal Employment Opportunity Commission or the National Labor Relations Board.

The claims the Company must submit to ADR include claims against employees such as conversion, breach of fiduciary duty or other business torts like intentional interference or inducement to breach a contract.

For additional information about the ADR program, consult the ADR Policy Guide, located on The Front Porch at <https://employees.crackerbarrel.com/>, or you may obtain a copy from the Dispute Resolution Manager at ADR@crackerbarrel.com.

Completed forms should be submitted via email to ADR@crackerbarrel.com, fax at 615-235-4435 or by regular mail addressed to Dispute Resolution Manager, Cracker Barrel Old Country Store, Inc., P.O. Box 787, Lebanon, TN 37088.

You will be notified within fourteen (14) days if your claim is eligible for ADR; if it is eligible, a telephonic conciliation meeting will be scheduled to discuss resolution of your concerns.

