

Relocation FAQs United States

Relocation Offer

What are the details of the relocation offer?

The relocation package consists of benefits available to you and, if applicable, any spouse/partner and dependents in your household as you move from your point of origin to your destination location. While Nintendo is not required to offer this package, we decided to do so to help reduce potential financial burden related to your relocation and ultimately help you make a smooth transition.

What is the decision I need to make related to relocation? How long is the offer available?

The deadline to make your decision related to relocation and communicate it to Nintendo is no later than end of day October 31, 2021. If you have any questions regarding the details of the relocation package, please contact your assigned HR point of contact in advance of the deadline noted above so your question(s) can be answered and you are able to make the decision by this deadline. After October 31, 2021, the relocation package will not be available. If there is an extenuating circumstance that does not allow you to make a decision by this date, please consult your HR point of contact.

How do I communicate my decision to relocate?

Please send a signed copy of all pages of your relocation offer letter to Gina Hendricks (Lead, Recruiting Operations) at ginape01@noa.nintendo.com.

Is a wet signature required on the relocation offer letter?

Your signature on the relocation offer letter can be a wet signature or an electronic signature. When returning the signed offer letter, please scan and send a copy of the signed letter to Gina Hendricks (Lead, Recruiting Operations) at ginape01@noa.nintendo.com. If you do not have access to your own printer at home, you may choose to print it at a copy center local to you. Local libraries also sometimes offer free printing services. If you do not have access to a scanner to return the signed copy and have a smart phone, there are free scanner apps that allow you to scan each page of the document and turn it into a PDF document to then email.

What are some things to consider the about relocation?

- **Location:** Review the geographic areas surrounding the new office location and think about where you would want to live in relation to this location. Consider things that are most important to you (e.g. a neighborhood and community that meets your needs, near mass transit options, schools, etc.).
- **Move Timeline:** Assess your personal timeline for when making the move is right for you, keeping in mind that your decision needs to be communicated no later than October 31, 2021 and you'll need to complete your physical move no later than September 30, 2022.
- **Relocation Benefits:** Review the relocation package in your offer and determine your moving needs relative to the provided benefits. Consider what you will need and what you will take advantage of within the relocation package. Getting your questions answered would be an important first step, as well. Leverage your internal and external relocation resources (your HR point of contact and Coldwell Banker Bain (CBB)) to help address any questions you might have so you can make informed decisions for yourself and any spouse/partner and family member(s) who might be making the move with you.

- **Relocation Informational Sessions:** Attend one of the relocation informational sessions that's offered to better understand the relocation benefits and resources available through CBB and AECC.

When are the relocation informational sessions offered?

If you'd like to learn more about relocation, voluntary informational sessions are available to you on the following dates and times. All sessions are identical in content, so you only need to attend one session to learn more.

Monday, September 13, 2021 from 2:00pm – 3:00pm Pacific

<https://nintendo.zoom.us/j/96582104970?pwd=cTdNZjRUcDBQU0VyNWWhPY1h6QUhqQT09>

Meeting ID: 965 8210 4970

Passcode: 362659

Tuesday, September 14, 2021 from 2:00pm – 3:00pm Pacific

<https://nintendo.zoom.us/j/95703068985?pwd=bGpJQ1kwcHJWZzBLQ1ZnUjY0VkNpQT09>

Meeting ID: 957 0306 8985

Passcode: 674294

Thursday, September 16, 2021 from 1:30pm – 2:30pm Pacific

<https://nintendo.zoom.us/j/99830663943?pwd=MGswQVVHdThLQURmK2FSakxpVWw1dz09>

Meeting ID: 998 3066 3943

Passcode: 169187

Friday, September 17, 2021 from 10:30am – 11:30am Pacific

<https://nintendo.zoom.us/j/97304274046?pwd=bVhFUUc1VzAxTTIJQW1DcDUzZ2JuZz09>

Meeting ID: 973 0427 4046

Passcode: 499517

Where can I find information about cost of living, schools, real estate, etc.?

If your move is to the Redmond, WA area, you can learn more about the area at:

<https://www.cbbdc.com/nintendo>.

If your move is not to the Redmond, WA area or you have more specific questions, Coldwell Banker Bain (CBB), Nintendo's relocation partner, can assist you further. Sprout Tours, a partner to CBB, can also share more information about the area, as well, after you accept the relocation package and initiate your relocation planning.

What will my relocation package cover?

Relocation benefits will be provided that help to support your move. In general, those benefits may include things such as: support for moving your household goods (including auto(s) and pet(s)); storing your household goods during any interim living arrangements; coverage for temporary housing before a more permanent residence is secured; home sale and home purchase closing cost assistance (if needed); a rental tour; expense tracking; and some cash benefits to cover reimbursable miscellaneous expenses. For more information, please refer to your individual relocation offer letter for further details and benefits available to you.

If I decide to relocate, when do I need to be ready for work in my new location?

Your move should be completed and you should be physically located in your new location and ready to work no later than September 30, 2022. Each person's work and personal schedule will dictate how soon they can move, but the expectation is that you would be operational out of your new location no later than September 30, 2022.

My children are in school until June. Is there any flexibility in my move date?

While you are being asked to make a decision regarding relocation and submit your signed relocation offer letter to Gina Hendricks (ginape01@noa.nintendo.com) no later than October 31, 2021, you will have until September 30, 2022 to complete your relocation. This timeline allows for your move to take place over the Summer of 2022, if needed, and is intended to give employees and their families the flexibility they need to manage their activities and commitments, including school schedules.

If I accept the offer of relocation and use some of the benefits offered but then change my mind, do I have to reimburse the company for those funds?

If you voluntarily resign from Nintendo within two (2) years of the change of address date to Washington (transfer date), you will be required to reimburse Nintendo for your relocation package on a pro-rated basis. If you voluntarily resign from Nintendo before your transfer date, you will be required to reimburse 100% of any monies received under your relocation package. Note: The preview trip you may choose to take to explore the destination location prior to making your decision by October 31, 2021 is not part of the relocation package and, therefore, you would not be required to repay Nintendo for the costs associated with this preview trip should you ultimately choose not to accept the offer of relocation.

I'm very busy working. What advice do you have for coordinating my move and finding a new place to live while still working?

You are allowed to take time during your workday to tend to your relocation responsibilities. You should always communicate your needs to your manager to make sure your work responsibilities are covered. Coldwell Banker Bain (CBB) is also available to support you during this time with relocation questions and logistics. Be sure to explore all options and ask for help when necessary.

Will I still be paid regular time if I need to be away from work attending to relocation-related activities?

Nintendo understands that you may need to be away from work to focus on relocation-related activities from time-to-time throughout the move process and expects you to coordinate these needs with your manager to ensure all bases are covered. You will be paid regular wages for a reasonable amount of time, which should be determined by your leadership team.

Once I move, will I be able to apply and be considered for other jobs in other departments?

You can apply for other jobs at Nintendo at any time. Should you explore any new opportunities with Nintendo, it's always encouraged to have an open conversation, where appropriate, with your manager, the Recruiter aligned to the career opportunity, and/or your HR Business Partner if additional guidance is needed.

Shipping Household Goods, Pets & Vehicles

Do I pack my own home or does the moving company pack for me?

At origin, a 'full pack' will be performed, including disassembling any large furniture items so household goods can be moved safely and securely. At destination, a 'partial unpack' will be performed, in which any items disassembled at origin will be reassembled at destination. Boxes will be placed in their designated rooms, but not unpacked. You can call for a pick-up/removal of all moving boxes once they are fully unpacked of your personal belongings.

Where do my household goods get stored? Can I access my belongings in storage?

Your household goods are packed securely to prevent any damage or loss and maintained in a secure, temperature-controlled warehouse when not in transport and during any time in temporary housing. It's recommended that you pack and take with you any personal belongings that you'll need access to while your household goods are shipped and stored, as you will not have access to them until they are delivered to you.

I have a specialty collection of items (cars, wine, etc.). Will the shipment of my goods cover this?

Generally speaking, specialty collections and collectibles are not covered as part of your relocation package. If you have specific questions related to your personal belongings, please consult with Coldwell Banker Bain (CBB) regarding what is and isn't covered as part of the household goods shipment.

Preview Trip, Home Finding Trip & Rental Tour

If I take the preview trip to help me determine if I can move and then decide to not accept the offer of relocation, do I need to repay Nintendo for the costs of that trip?

No. We understand that some employees may need to travel to their destination location before making a decision. If you are unable to commit to the relocation and leave your employment with Nintendo, you are not expected to repay expenses related to the preview trip.

Are there any guidelines for who can accompany me under the relocation benefits when I am traveling for relocation-related purposes?

Your relocation benefits are intended to cover the costs associated with you and any immediate family members relocating with you. With that said, Nintendo will cover the costs associated with travel for you and any family members who reside full-time in the household that will be subject to relocation, in accordance with our travel policy for air, accommodation and meal allowances.

I would like to have a virtual rental tour. Is that possible?

Yes, as part of the relocation offering, you're covered for up to a full day rental tour experience. This opportunity can be conducted either in-person or virtually. You may partner with Coldwell Banker Bain (CBB) when you initiate your relocation to make your preference known and CBB will do its best to accommodate your needs and preferences through their rental/area tour partner, Sprout Tours.

Home Buying & Selling

I don't currently have an agent to sell my home at origin or purchase a new home at destination. How do I get connected with support to locate an agent?

Coldwell Banker Bain (CBB) is glad to connect you with a real estate agent to help you list and sell your home at origin and an agent to help you purchase a home at your destination. CBB can share more about the benefits to you if you should choose to list or purchase with one of CBB's brokers and agents. You can connect with CBB to inquire about this support and the benefits available to you.

If I list and sell my home—or when I purchase a new home—am I required to use a CBB agent?

No. You're not required to work with CBB's network of agents. If you prefer to work with your own agent to sell your home at origin or purchase a home at your destination, you're welcome to do so. That said, if you choose to work with your own agents, you won't be eligible for the home purchase and listing benefits that CBB offers.

I currently own my home. What happens if I can't sell it before I move or before the home sale closing cost benefits expire?

Nintendo is providing you with approximately a year to carefully plan your move and the timing and logistics related to your relocation. With that said, please consult with Coldwell Banker Bain (CBB) as early as possible to plan your move because they can offer advice as to how to coordinate the details of the move and help you consider the various things to think about when intending to sell your home. Of course, the earlier you can plan your move, the better chance you'll have at ensuring you can take full advantage of all provided benefits under the relocation package. Should you encounter challenges in selling your home in a timely manner before the relocation benefits expire, please be sure to let Courtney Nguyen (Sr Manager, Talent Acquisition) and Coldwell Banker Bain (CBB) know well in advance so this can be discussed prior to the expiration of benefits.

Expenses, Reimbursement & Billing

How does the billing of relocation-related activities and services work?

Depending upon the relocation benefit, a relocation service or need may be direct billed to Nintendo through our partnership with CBB and AECC. In other cases where a direct bill isn't possible and/or where you may have incurred an expense out of pocket, you can submit proof of payment for reimbursement consideration. As the relocation process gets started, please be sure to inquire with CBB what expenses you can anticipate being direct billed to Nintendo and what expenses you will need to be prepared to pay out of pocket for and seek reimbursement. This will help you plan your move carefully and understand what to expect throughout the move process.

Tax Implications

How does the taxation of relocation benefits work?

Almost all relocation benefits are considered taxable to an employee by the IRS. Nintendo grosses up taxation payments and benefits, as well as performs a year-end 'true-up' for tax purposes, in order to limit your personal tax liability in the year(s) in which you have relocation-related activities and expenses. A gross-up is an additional amount of money added to a payment to cover the income taxes the recipient will owe on the payment.

As part of your relocation package, you will also have access to an Expense Tracking & Tax Assistance benefit, which provides a defined monetary amount to put towards any tax preparation service of your choosing. Note: Nintendo does not prepare or file your personal taxes for you, but instead gives you money under the relocation package to put towards your own personal tax preparation service for this purpose.

Contact Info

Who are my contacts for relocation questions and what are their roles in my relocation?

External Contacts		Internal Nintendo Contact
Coldwell Banker Bain (CBB)	American Escrow & Closing Company (AECC)	Nintendo HR Point of Contact
Christy Jannison Sr. Relocation Account Manager christyjannison@cbbain.com (425) 467-1562	Noelle Herbert Relocation Expense Tracking nherbert@aeccmobility.com	You are assigned a specific point of contact within HR to address questions or concerns related to your relocation offer.
CBB manages the relocation program and experience from a vendor perspective, performs the initial intake, serves as the primary point of contact for you during the move process, and can answer your relocation-related questions during your move.	AECC supports the financial pieces of your relocation, which include reviewing receipts submitted for reimbursement, paying on direct bill expenses or reimbursable expenses to you, and assisting with tracking/expense reporting.	This point of contact is unique to you and can provide support and field general questions related to your offer of relocation, as well as connect you to the appropriate resources should there be a need. This should be your first point of contact, especially prior to officially accepting your relocation offer.

Washington State Long-Term Care

Why do I have to deal with the long-term care insurance right now?

Washington state is allowing individuals to opt-out of the mandatory state tax, but coverage must be in-force no later than October 31, 2021. Trustmark, the vendor Nintendo is working with, wants employees to be able to file with the state for exemption letters as soon as possible once the state site is available, which is estimated to be October 1, 2021.

Why can't I purchase coverage next year or after I move?

Washington state is only allowing a one-time opportunity to opt-out of the mandatory state tax and coverage must be in-force no later than October 31, 2021.

Why can't Nintendo handle this for me?

The Trustmark Universal Life and Long-Term Care option is an individual policy. Nintendo is not able to make the coverage election on your behalf.

What if I want more than \$80,000 in Long-Term Care coverage?

You may purchase coverage up to the \$300,000 maximum offered by Trustmark. Nintendo will provide reimbursement for the premium associated with \$80,000.

What if I purchase coverage for my Spouse/Partner?

You may purchase coverage for your spouse/partner. Nintendo will only provide reimbursement for the premium associated with \$80,000 in coverage for you.

What if I already have a qualifying individual long-term care policy?

Nintendo will provide a reimbursement equivalent to the premium associated with \$80,000 in coverage under the Trustmark policy when you provide a copy of your ESD-issued Exemption letter.

Employee Assistance Program (EAP)

Where can I find resources to help with the changes Nintendo has shared with me?

The Employee Assistance Program (EAP) is available 24/7 with support, resources and information. You're welcome to reach out to them for additional support at 866.532.8657 or online at www.guidanceresources.com. Username: "Nintendo" / Password: "EAP"