

Information for Employees:

- You will be paid for time worked on the next regular payroll deposit date.
- You will soon be granted the opportunity to access your workspace to collect any personal belongings. Options for accessing the campus will be communicated as soon as possible. Please do not visit the campus outside of the times that will be permitted in the forthcoming communication.
- If you participate in the 401(k) program, your funds are protected and will not be lost because of the company's closure. If you would like to inquire about your available funds or initiate a withdrawal, you must contact the benefit provider directly.
- Any company sponsored insurance coverage will terminate soon. Your benefit provider will determine the termination date. You may wish to explore your options related to eligibility for COBRA coverage or policies for individuals.
- You may be eligible for unemployment benefits, even though the company has closed. Health and Style Institute will not directly contest or deny any applications for unemployment benefits, which result from the closure.
 - In Georgia, you may visit the Department of Labor's website for more information:
 - <https://dol.georgia.gov>
 - In North Carolina, you may visit the Division of Employment Security website for more information:
 - <https://www.des.nc.gov>
- All 2024 W2s were provided prior to the January 31, 2025 deadline. If you did not receive your W2 you may follow the instructions below to obtain a copy of your 2024 (or prior year) Wage & Income Transcript. Wage and Income Transcripts are available for up to 10 years, but keep in mind that they may not be available immediately after the end of the year. The IRS may take a few months to process and add all income records for the year. If you're requesting a transcript for the current year, you may need to wait until all income data (W2 or 1099) has been reported to the IRS.
 - Go to the IRS Website: IRS Get Transcript
 - <https://www.irs.gov/individuals/get-transcript>
 - Sign into your IRS account (or create one if necessary)
 - Select "Wage and Income Transcript" and choose the year you need.
 - Download and/or print the transcript directly.