



Paid Time Away



Earn it.

If you're eligible, you earn Paid Time Away each pay period. This is time you can take off from work while still getting paid.

Schedule it.

You need to schedule your actual Paid Time Away in advance, using current scheduling policies.

Use it.

Once the Paid Time Away is approved, request to get paid for your time away based on your available balance.

Get paid.

Any used Paid Time Away will be paid in your next paycheck. Talk to the appropriate manager in your restaurant about what happens with any earned Paid Time Away that you haven't used by the end of the year.



**McDonald's
works for me.**

Answers to your questions

Find out more from the appropriate manager in your restaurant about the Paid Time Away rules and regulations.

Q. What is Paid Time Away?

A. Paid Time Away is a benefit that allows you to take paid time away from work. If your Paid Time Away is approved, you'll be able to take time away from your scheduled work, but still get paid for some of that time.

Q. Am I eligible to earn Paid Time Away?

A. Talk to the appropriate manager in your restaurant to find out if you are eligible to earn Paid Time Away.

Q. How much Paid Time Away can I get?

A. Ask the appropriate manager in your restaurant about how much Paid Time Away you can earn.

Q: Is there a limit to the amount of Paid Time Away I can take?

A: You can take as much Paid Time Away as you have available.

Q: What happens if I don't take the Paid Time Away I earn in a year?

A: Ask the appropriate manager in your restaurant about what happens to any Paid Time Away that you've earned but haven't used by the end of the year.

Owner/Operators are independent employers and each owner/operator and each owner/operator restaurant is unique. Owner/Operators are alone responsible for all employment matters in their restaurant(s), including alone making all decisions regarding the requirements for jobs and setting all terms and conditions of employment, including hiring, firing, discipline, supervision, staffing and scheduling, wages, and benefits. McDonald's USA has no control over employment matters at restaurants owned and operated by franchisees. Check with your owner/operator, or the person designated by your owner/operator (for example, your General Manager), to determine whether and how your owner/operator has chosen to use this program.

