

SMB Law Group

Memorandum

To: All Associates

From: SMB Law Group Management Committee

Date: June 30, 2026

Re: 2026 Special Summertime Bonus

We are pleased to announce that SMB Law Group will pay a **one-time special summertime bonus** to eligible associates in recognition of the exceptional work, ownership, and client service delivered through the first half of 2026.

This announcement is consistent with the broader market trend of firms using summer compensation announcements and special bonuses to recognize associate contribution, while remaining tailored to SMB Law Group's business model, expectations, and culture.

SMB Law Group was built to combine sophisticated legal execution with a modern, entrepreneurial platform. That model depends on lawyers who take ownership, move quickly, solve problems, and deliver excellent legal work for small and medium business buyers, sellers, and operators.

Our associates have been central to that effort.

In recognition of those contributions, eligible associates will receive a special summertime bonus ranging from **\$10,000 to \$25,000**.

Eligibility

To qualify for the 2026 special summertime bonus, an associate must be:

1. **on pace for at least 2,000 credited hours for calendar year 2026**, measured as of June 30, 2026;
2. actively employed by the firm and in good standing as of the applicable payment date;
3. not have given or received notice of resignation or termination as of the applicable payment date; and
4. otherwise eligible under the firm's policies and any individualized written communication from the firm.

For purposes of this special summertime bonus, "on pace" means that, based on credited hours recorded through the applicable measurement date, the associate is tracking at or above the rate necessary to reach **2,000 credited hours** for the full calendar year.

The firm may, in its discretion, prorate or otherwise adjust the pace calculation for approved parental leave, medical leave, military leave, or other firm-approved leave. Any such determination will be made by the firm on an individualized basis.

Bonus Amounts

The specific amount of each eligible associate's special summertime bonus will be determined by the firm in its discretion and communicated individually.

In determining individual bonus amounts, the firm may consider, among other things:

- credited-hour performance;
- quality of work;
- responsiveness;
- judgment;
- client service;
- teamwork;
- reliability;
- ownership of matters;
- contribution to firm systems and culture;
- overall firm performance; and
- any other factors the firm deems relevant.

For clarity, being on pace for 2,000 credited hours is a threshold eligibility requirement. It does not guarantee a particular bonus amount.

Payment Timing

The special summertime bonus is expected to be paid on or around July 15, 2026, through regular payroll, and will be subject to all applicable withholdings, deductions, and taxes.

No Change to Base Compensation

This special summertime bonus is a **one-time discretionary bonus**. It is not a change to base salary, regular compensation, bonus eligibility, benefits, title, role, hours expectations, or any other term or condition of employment.

Nothing in this memorandum should be interpreted as creating or implying any entitlement to future special bonuses, summer bonuses, year-end bonuses, compensation increases, or similar payments.

Reservation of Rights

This memorandum is intended solely as an internal communication regarding the firm's current decision to pay a one-time special summertime bonus. It does not create any contract of employment, guarantee of continued employment, guarantee of compensation, entitlement to any bonus, or modification of any at-will employment relationship, offer letter, employment agreement, handbook, or firm policy.

The firm reserves the right to interpret, modify, amend, suspend, prorate, adjust, or discontinue any bonus, compensation, hours, performance, or employment policy at any time, with or without notice, subject to applicable law.

Closing

We are proud of the work this team has done and the platform we are building together.

This special summertime bonus is intended to recognize the associates who are operating at the level required by the firm's growth, clients, and standards.

Thank you for your continued commitment to SMB Law Group.

SMB Law Group Management Committee