# **Employee Letter Regarding Proofs of Claim ("POC")**

September 20, 2023

# Subject: Proofs of Claim Form and Related Bar Date Deadline

To all current and former employees of Yellow Corporation and related debtor entities (collectively, "Yellow" or the "Company"):

As you are aware, Yellow commenced chapter 11 cases on August 6, 2023. As part of this process, the Company is required to distribute certain legal documents and notices that provide further information to all parties in interest. As a current or former employee, you will receive the **Bar Date Notice** and **Proof of Claim** form in the mail with instructions regarding how to file a Proof of Claim if you believe that Yellow owes you any money. It is not necessary to fill out a Proof of Claim if you believe you are not owed anything by the Company.

Below are explanations and answers with respect to general questions you may have related to this process:

## What is a "Claim"?

A "claim" is a right to a payment from the Company. A "claim" includes a right to payment, whether or not such right is reduced to judgment, liquidated, unliquidated, fixed, contingent, matured, unmatured, disputed, undisputed, legal, equitable, secured, or unsecured.

# Why is my Proof of Claim form blank?

If you received a blank Proof of Claim form, the Company does not show any known amounts owed to you related to liabilities arising before the Bankruptcy. If you believe you are owed any money from the Company, **you must complete the Proof of Claim** and file it before the Bar Date or risk not being included in the claims and distribution process.

## Why is my Proof of Claim form already filled out with an amount?

If you received a pre-populated Proof of Claim form, this is the amount of money that the Company believes it owes to you that are listed in the Debtors' schedules of assets and liabilities filed in these cases. If you agree with the amount and the priority status (secured, priority or unsecured), you do not need to complete the Proof of Claim form. If you disagree with amount or priority status of the claim, you must complete the Proof of Claim and file it before the Bar Date.

#### What is the Deadline to File a Proof of Claim?

The deadline to file all non-governmental Proofs of Claim is **November 13, 2023, at 11:59 p.m., prevailing Eastern Time**.

## What happens if I miss the deadline to file a Proof of Claim?

If you believe you are owed money by the Company and fail to file your Proof of Claim before the Bar Date, or deadline, you will not receive any distribution in these chapter 11 cases on account of that claim. You also will not be permitted to vote on any chapter 11 plan or plans for the Company related to this potential claim and you will not receive further notices regarding such claim.

# Should I attach copies of supporting documents to the Proof of Claim form?

Yes. Copies of supporting documents which you believe show evidence that your Claim is valid, if you have any, must be attached to your Proof of Claim form. Do not send original documents, as they will not be returned.

# I need help completing the Proof of Claim form. Can you help?

The Company cannot assist you with completing the Proof of Claim form or provide you with legal advice. If you require further assistance in filling out the Proof of Claim form, you may wish to contact legal counsel.

If you have process related questions, and not questions regarding the amount you think you are owed, you may contact YellowCorporationInfo@epigglobal.com to ask process questions.

#### Can I e-mail or fax the Proof of Claim form?

No. E-mails and faxes will not be accepted. All completed Proofs of Claim forms must be submitted either by (i) electronically through the Online Portal at <a href="https://dm.epiq11.com/YellowCorporation">https://dm.epiq11.com/YellowCorporation</a> under "Case Actions" and by clicking on "File a Claim," or (ii) U.S. Mail, overnight mail, or other hand delivery system at the address set forth in response to the next question so as to be received by <a href="https://www.november13,2023">November 13, 2023</a>, at 11:59 p.m., prevailing Eastern Time.

# Should I send the Proof of Claim form directly to the Company?

No. The Company cannot accept Proofs of Claim forms directly and the Company will not contact you to remind you of that for Proofs of Claim forms it receives. All completed Proofs of Claim forms must be submitted either by (i) electronically through the Online Portal at <a href="https://dm.epiq11.com/YellowCorporation">https://dm.epiq11.com/YellowCorporation</a> under "Case Actions" and by clicking on "File a Claim," or (ii) U.S. Mail, overnight mail, or other hand delivery system at the following address:

# By First Class Mail:

Yellow Corporation Claims Processing Center c/o Epiq Corporate Restructuring, LLC P.O. Box 4421 Beaverton, OR 97076-4421

If by Overnight Courier or Hand Delivery:

Yellow Corporation Claims Processing Center c/o Epiq Corporate Restructuring, LLC 10300 SW Allen Blvd.
Beaverton, OR 97005

# If I fill out a Proof of Claim, is it a guarantee that I will receive a payment?

Once the Proofs of Claim are filed with the Court, the Company will complete a reconciliation process for each Claim. This process may take several months or longer. Distribution on Claims with which the Company is in agreement will be paid pursuant to a chapter 11 plan that the Company expects to file later in 2023.