

# American Airlines®

FedEx

July 18, 2011

FIRST LAST/EMP#  
ADDRESS 1  
ADDRESS 2  
CITY, STATE ZIP + 4

Dear FIRST:

I am delighted to offer you the opportunity to return to active duty with American Airlines effective October 1, 2011 in accordance with Article 16 of the AA/APFA Collective Bargaining Agreement.

Flight Service would like to make your return to work as smooth as possible. The enclosures with this notice contain important information so please be sure to read them carefully and follow all instructions. Additionally, please be sure to use the pre-paid FedEx label when you return your response.

**First and most importantly:**

**You must respond to this offer of re-employment by July 29, 2011.**

Once we receive your *Accept/Reject Re-employment & Base Preference Form* we will send you an e-mail confirmation at the e-mail address you provide. You must FedEx your response no later than July 29<sup>th</sup> so it is received by the Company no later than August 2<sup>nd</sup>.

We are thrilled to welcome you back!

Sincerely,



Cathy D. Scheu  
Managing Director  
Flight Service

Enclosures

## *Should you opt to decline the offer of recall, you have options*

We recognize that for various reasons, not everyone may wish to return. If you are thinking of declining the offer of recall, there are options that may be available to you.

### **Retirement**

If you were at least 50 years old and had at least 15 years of *company* seniority at the time you were furloughed, then you may be eligible for retirement. To find out more information or to begin the retirement process, contact *HR Services* at 1-800-447-2000 and choose the option for “retirement”. If you were eligible to retire when you were furloughed, you do not need to accept recall in order to retire.

### **Voluntary Travel Separation Program**

This program provides either five (5) or ten (10) years of D2 travel. The length of your travel period is based on your company seniority at the time you were furloughed. If you had at least ten (10) years of company seniority when you were furloughed, you are eligible for ten (10) years of travel under this program. If you had at least five (5), but fewer than ten (10) years of seniority, then you are eligible for five (5) years of travel.

Employees who had fewer than five (5) years of company seniority at the time they were furloughed are not eligible to participate in this program.

For details and to take advantage of this offer, please visit <http://aacareers.com/support/>

**The deadline to participate in this program is 2359 Central time on July 29, 2011** and the only way to elect this option is online.

### **Resignation**

If you do not respond to the notice of recall or decline the offer, it will be considered a resignation.

**Please note that if you are eligible for retirement, but do not wish to commence retirement benefits at this time, you may simply decline the offer of recall. This will be considered a resignation and you will still be eligible to enter retiree status at a later date. Please contact *HR Services* at 1-800-447-2000 when you are ready to begin the retirement process.**