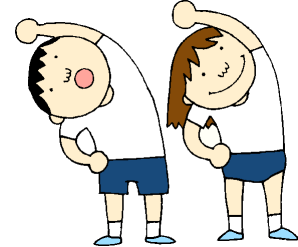


# Willoughby-Eastlake Schools...

## ARE YOU READY FOR SOME...



# FITNESS?



**The Wellness Committee** is proud to offer the Willoughby-Eastlake Schools Gym Reimbursement Program! If your goal is to get back in shape or if you have always been an avid fitness nut (or anything in between), you have the opportunity to get reimbursed for part or all of your monthly gym membership. Here are the details:

**Who:** To be eligible for a reimbursement, you must be a current Willoughby-Eastlake staff member and participate in an eligible healthy activity (see next paragraph).

**What:** Enroll in an area health club, gym, fitness classes (taught by a certified instructor) or online fitness program, of your choosing, and participate regularly. Staff members will submit this form, proof of payment and attendance. The requirement for reimbursement is to attend **40 times during the first semester and 40 times during the second semester (until April 30<sup>th</sup>)**, to be eligible for up to \$200\* (\$100 for August-December and \$100 for January-April). The amount reimbursed cannot exceed the monthly membership rate. If you have questions about eligibility for reimbursement, please contact the Wellness Committee at: [wellness.committee@weschools.org](mailto:wellness.committee@weschools.org).

**When:** August 1, 2022 through April 30, 2023

**How:** Turn in the form on the back of this information sheet, along with the supporting documentation, by May 10, 2023. **Documentation will only be submitted one time this year.** **If you participate in a fitness program during the second semester only, you can still submit for up to a \$100 reimbursement if you attend 40 times between January 1, 2023 and April 30, 2023.** You will have to supply the district form (this form), proof of attendance (see above for requirements) and proof of payment for the gym or fitness class (there will be no retroactive reimbursements).

**Why:** The U.S. Surgeon General's Report on Physical Activity and Health states that regular physical activity can protect against diseases such as cancer, heart disease and high blood pressure as well as contribute to healthy bones, muscles, joints and improved mental health. But I am sure you already knew that! ***So let's get fit and save some cash!***

\*Reimbursement amount of up to \$100 or \$200 could be reduced depending on staff participation level and cost of membership.

# Willoughby-Eastlake Schools

## Reimbursement Form

Please submit the following information, along with supporting documentation (payment information and attendance), by **May 10, 2023**.

### Employee Information

(Last Name)	(First Name)	(Middle Initial)	(Employee ID Number)
(Work Email Address)	( )		
		(Home Telephone Number)	

### Activity/Item for Reimbursement

Type of Activity	Program/Gym/Retailer	Month Used	Fee Paid	# of Days

### Information Needed for Reimbursement

- ✚ This completed Reimbursement Form
- ✚ Documentation from the club, facility or program of monthly or annual membership fee (does not include additional facility fees)
- ✚ Documentation from the club, facility or program showing the number of visits from August 1, 2022 through April 30, 2023.
- ✚ Send this form, along with documentation, to: **Rachel Aho, Royalview Elementary,**  
**by May 10, 2023.** Please send all documentation through courier. Do not email documentation.

I certify that the information above and submitted is correct to the best of my knowledge. I am claiming reimbursement for only the eligible expenses incurred during the applicable benefit year and for eligible members.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)