



Take Charge | Live Well
Frequently Asked Fitness Reimbursement Questions
2023-2024

Q. How do I submit my fitness reimbursement?

- a. Log in to your Virgin Pulse Hub > Navigate to “Programs” > Click “View All” > Scroll down to “Fitness Reimbursement”. From there, fill out the information and upload your receipt for that month.

Q. Do virtual memberships count in the reimbursement, or must it be a physical space?

- b. Any in-home type of cycle or membership is NOT reimbursable.

Q. Do you have to submit your receipt every month?

- a. Yes, in order to receive the incentive, you must submit a receipt.

Q. What if you pay one time for a twelve-month membership?

- a. You will need to submit the same receipt each month.

Q. What proof of gym membership do you need or is it just the attestation form?

- a. Just the attestation form along with your receipt of payment. Please make sure your name is on the proof of payment document.

Q. Are there any incentives for working out with a personal trainer?

- a. Tracking health habits. You can earn incentives for tracking healthy habits 20 days in a month.

Q. Does a credit card statement count as proof? My gym is direct payment.

- a. Yes, please redact any personal financial information.

Q. Can a fitness activity through a parks and recreation program count for the months that activity takes place?

- a. Yes

Q. If I have workout equipment at home and use a Fitbit device that I pay a monthly fee for, can that be used as a reimbursed monthly cost?

- a. No, this is not reimbursable.

Q. Will the \$20 be deposited into your check?

- a. Rewards will be processed as they are earned. Rewards should be reflected on paychecks within 4-6 weeks.

Q. Will taxes be collected on the \$20?

- a. Yes, rewards will be added to your paycheck as an earning. Similar to having additional hours or paid time off. The full reward amount will show on your check. Rewards will be displayed on the employee's paycheck in the "Hours and Earnings" section. On the paycheck, the rewards will read "TCLW REWARDS 2023."

Q. Does a Peloton or Beachbody membership count?

- a. No. Any in-home type of cycle or membership is NOT reimbursable.

Q. My fitness center is an ancillary fee to my condo association, does that count

- a. No, this is not a reimbursable fee.