



Ocean Spray Fitness Reimbursement Form

Please complete this form in its entirety. Once complete, please provide the necessary supporting documentation and send to the Benefits & Wellness team at fitforlifebenefits@oceanspray.com. Please reach out with any questions, we're happy to help!

Qualified Expenses include:

- Gym Memberships (must be a member for 4 (four) consecutive months in a calendar year to qualify)
- Fitness Studio/Classes: YOGA, Pilates, SPIN, Barre, Kickboxing (others may qualify)
- Home Fitness Equipment (i.e. Treadmill, Elliptical, Spin Bike, etc.)
- Dedicated Fitness Tracker: FitBit, Garmin, Jawbone, Apple Watch and others may apply.

You may:

- Submit for reimbursement once per calendar year, by March 31st of the following year
- Submit for reimbursement only after you have been an Ocean Spray employee for at least 4 (four) months
- Submit for reimbursement only after you have made an eligible fitness related purchase

What you need:

- Dated receipts or payment records showing the year-to-date payments made for membership, classes, equipment or fitness tracker.
- The receipts/payments should reflect the amount you're requesting for reimbursement. Please note, the maximum reimbursement is **1,045.80 CNY per calendar year**.

TEAM MEMBER INFORMATION

Team Member Full Name:

Email Address:

Amount requested (**up to 1,045.80 CNY per calendar year**):

Reimbursement is subject to approval by Ocean Spray. Please allow 6 to 8 weeks for processing your payment through payroll.

Certification and Authorization:

I certify that the information provided in support of this fitness reimbursement submission is complete and accurate. I certify I have not previously submitted for these services or expenses.

Team Member Signature: _____

Date: _____