HOW TO SUBMIT VERIFICATION:

1. After completing a menu item, you must first submit your activity online at http://programs.weber.edu/employeewellness/WellpayAct.asp.
2. Turn in your verification to the Employee Wellness office. You can do this one of three ways:
   a. Email: wellness@weber.edu
   b. Fax: (801) 626-6685
   c. Campus mail: mail code 2801
3. You will receive confirmation that we got your verification. If you do not receive this confirmation within three days, please call (801) 626-6480.

WHAT IS ACCEPTABLE VERIFICATION?

Preventative Screenings

- A photocopy of the EOB (Explanation of Benefits) that you receive from your insurance provider after receiving medical care.
- An itemized receipt showing what screening was performed from the office you visited.
- An invoice showing what screening was performed from the office you visited.

Physical Activity

- Photocopy of event registration confirmation or receipt
- Photocopy of team roster and season schedule
- Group exercise log signed by instructor
- Personal exercise log

Healthy Behavior

- Three Lunch & Learn tickets (handed out at each event)
- Photocopy of blood pressure/glucose log
- Book reflection form
- Stress Relief Center attendance card
- Workshop series voucher signed by instructor
- Personal stress management log