



## LAKESIDE INDUSTRIES WALKING PROGRAM

### Rewards Redemption Form



Earn rewards for walking, running and biking. Lakeside Industries will reward qualified employees who reach a certain number of miles.

|                |           |
|----------------|-----------|
| Employee Name: |           |
| Employee #:    | Division: |

**Payable when you have reached a milestone below. To receive Reward:**

1. Must be admin, non-union employee. Program begins 1<sup>st</sup> of the month following date of hire. Spouses are not eligible.
2. Track steps using a fitness tracking device such as a smart watch, pedometer, Fitbit, etc.
3. Submit proof of steps/miles. (Example: printout from fitness tracking device, spreadsheet of tracked miles, etc.)
4. Submit this form along with mileage tracking to Human Resources ([HumanResources@LakesideIndustries.com](mailto:HumanResources@LakesideIndustries.com)).

*Note: You may only redeem up to one \$85 gift card and one PTO day per calendar year.*

**Submit:**

1. This form
2. Proof of steps/miles

**Rewards:**

100 miles = \$10 Amazon gift card

200 miles = \$25 Amazon gift card

400 miles = \$50 Amazon gift card or \$85 Amazon gift card (if you did not redeem for 100/200 miles)

800 miles = One day of PTO!

(Only one PTO day can be redeemed per calendar year. If PTO day is earned in 4<sup>th</sup> quarter, it can be rewarded the following year if preferred. Please note this below under "Reward Requesting".)

*Note: Miles roll over year to year. (Ex: You are at 700 miles as of December 30<sup>th</sup>, you can continue to reach 800 miles into the next year to redeem your PTO day. You do not need to start the counting over on January 1.)*

**My signature below indicates that the information submitted in this request is true and accurate. I understand that falsification of information could result in the loss of the Walking Program rewards in future months.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Reward requesting: *(Check all that apply. Will be verified by HR.)*

☐ \$10 GC (100 miles)   ☐ \$25 GC (200 miles)   ☐ \$50 GC (400 miles)   ☐ \$85 GC (if you did not previously redeem for 100/200 miles)   ☐ PTO Day (800 miles)

Lakeside Industries reserves the right to modify or discontinue this program at any time.



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