



Canada Wellness Reimbursement Program

Salesforce.com encourages all employees and their family members to participate in wellness activities, thus promoting a healthy lifestyle and allowing you to do the best work of your career.

All Canadian employees scheduled to work 20 hours or more a week are eligible to participate in the Wellness Reimbursement Program. All eligible Canadian employees are automatically enrolled in this program.

Wellness Reimbursement Monthly Max: \$100/employee

- Eligible expenses up to \$100 per month incurred by the employee and/or family members can be reimbursed monthly via payroll.
- Payments in excess of \$100 cannot be rolled over for reimbursement in the next month.
- Claims submitted and processed by WageWorks **by the 10th of the month** will be included in the last paycheck of the same month.
- Claims processed **after the 10th of the month** will be included in the last check of the following month.
- To receive reimbursement, you must file a claim with WageWorks and be an active employee at the time of reimbursement.
- This program is a taxable benefit.

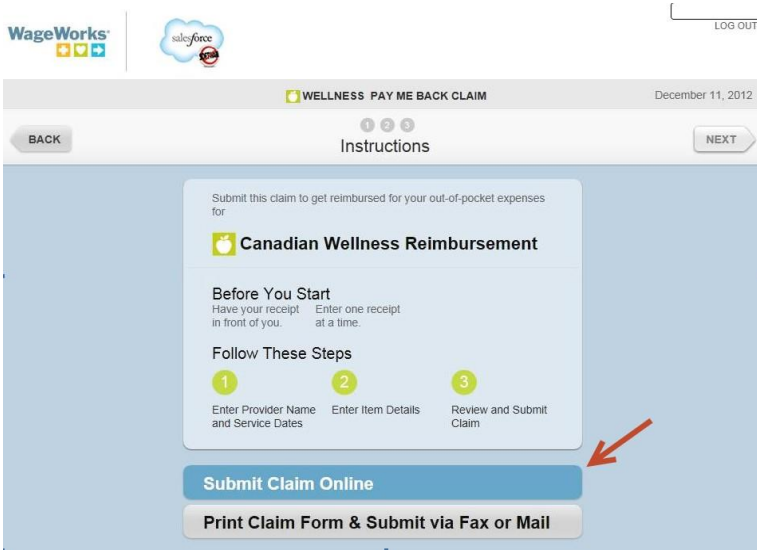
To Register and Apply For Reimbursement:

WageWorks administers salesforce's Wellness Reimbursement program. You can log onto WageWorks located on Aloha.

- To submit a claim, click "Submit Receipt or Claim:"



- Select Submit Claim Online:



- Enter the provider name, service dates, and item details, and recipient name (employee or family member):



WageWorks® | LOG OUT

WELLNESS PAY ME BACK CLAIM December 11, 2012

1 2 3 BACK ENTER PROVIDER AND DATES NEXT

Enter the following information as displayed on your receipt.

Provider Name Maximum 40 characters.

Start Date First date for this expense.

End Date Optional. Last date for this expense.

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WageWorks® | Gavin Jones
LOG OUT

WELLNESS PAY ME BACK CLAIM December 11, 2012

1 2 3 BACK ENTER ITEM 1 NEXT

Enter the following information as displayed on your receipt.

Description Select an Expense Description for this entry.

Amount \$ Your out-of-pocket cost.

Recipient's Name + ADD NEW PERSON

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- Review the Summary and click No More Items for This Receipt:



WageWorks | LOG OUT

WELLNESS PAY ME BACK CLAIM December 11, 2012

1 2 3
Item Summary

1 Item(s) = \$100.00 Total

Delete Dance Class \$100.00
for () (Account Holder)

Add Another Item for This Receipt

No More Items for This Receipt

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- Review and Submit the claim:

WageWorks | LOG OUT

WELLNESS PAY ME BACK CLAIM December 11, 2012

1 2 3 4
Review and Submit Claim

BACK SUBMIT CLAIM

Joe's Gym Items 01 \$100.00

Dance Class \$100.00
for () (Account Holder)

CERTIFICATION AND AUTHORIZATION
I certify that the information on this form is accurate and complete. I am requesting reimbursement for eligible expenses incurred by myself or an eligible dependent while I was a participant in this program. I have already received these products and services and have not and will not seek reimbursement of this expense from any other plan or party. Use of this service indicates my acceptance of the User Agreement (available upon registration and under Help on this site).

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SUBMIT CLAIM

- Your Dashboard page with your claim activity:



**Effective January 1, 2013, salesforce.com does not require receipts.*

Please note: Although employees are not required to submit receipts for wellness reimbursement, salesforce.com reserves the right to audit wellness reimbursement submissions and may request and require that employees provide receipts at any time. Falsifying expenses will result in discipline, up to and including termination, and will require the employee's immediate repayment of the reimbursement.

Expenses more than 6 months old will not be processed by WageWorks.

Employees terminating from salesforce should have claims submitted and processed by WageWorks by the **10th of your last month of employment** to receive reimbursement in the final paycheck.

You can view account activity, balances, check the status of claims and payments, get help, and manage your contact information any time on Wagemworks.

Below is a list of eligible and ineligible expenses. If you are unsure if an activity is eligible for reimbursement, please log a ticket in Concierge located on Aloha.



Eligible Expenses	Non-Eligible Expenses
Annual and Monthly Fitness Club or Studio Memberships for employee & Family	Acupuncture
Boxing and Kickboxing	Chiropractors
Dance Class	Country Clubs/Golf Club Membership Dues
Equipment Rental	Dieticians
Fitness Camps, i.e. Boot Camps	Locker Service
Golf Green Fees	Massages
Golf Lessons	Naturopaths
Martial Arts	Purchase of Fitness Equipment (i.e. weights, shoes, etc)
Meditation classes	Towel Service
Personal Trainer	
Race Registration, i.e. Marathon and Triathlon	
Ski Lift Tickets	
Pilates	
Smoking Cessation Program Fee	
Swimming (lessons, club memberships)	
Tennis Lessons	
Team League Dues	
Weight Loss Management Fees	
Yoga	

The Company reserves the right to modify, change, and/or terminate the policy at any time, in its sole discretion, without prior notification.

Majority of the ineligible expenses are covered under our SunLife plan as paramedical benefits.