

Hello Members!

It's the final newsletter of the year, and we have several important updates. Please read below:

- **Lost and Found**

- We are cleaning out our lost and found! Many of the items have been there for several months. Claim them before December 15th or they will be gone forever. Photo album of lost items [here](#).

- **Wellness Personal Spending Account**

- Please send me an email if you'd like a receipt to submit for your WPSA claim. This program applies to employees, but not contractors.
- Employees need to go to Sunlife.ca and log in, or log into their Sunlife app. Then go into their benefit section, go into the coverage information tab. Employees need to then select Personal Spending Account Coverage tab to see the Personal Spending Account Form and balance.

- **Facility Closure**

- The facility will be **closed December 30th and 31st** for deep cleaning of the entire facility, including the lockers, lockers rooms and fitness area.
- You may not access the facility on these days. **All lockers and shoe cubbies, including rental lockers, MUST be emptied prior to December 30th**. We will be opening all the lockers and removing any belongings which are left in the facility. Please don't make us deal with your forgotten dirty laundry.

- **12 Days of Fitmas**

- Join us in our free holiday fitness challenge, which runs from December 2nd to 18th. Each day a new exercise will be posted at the front desk and in our Zoom channel. Complete the exercise to earn a draw entry. There will be daily prizes!

- **Group Exercise Schedule**

- There are some changes in our group exercise schedule after the first week of December. The schedule is up to date in the [member portal](#), and it has been posted on our [website](#).

Thank you for continuing your membership at the Campus Wellness Centre. Please send me an email if you have any questions, comments or concerns regarding fitness centre operations.

Cancellation policy: You must send me an email at least 10 business days prior to your next payment to cancel your membership. You must receive an email reply to confirm your cancellation.