

City of Tacoma



TACOMA
EMPLOYEE WELLNESS
Growing with Better Health

Webinar/Class Recording Verification Form

Dear Employee,

As part of the Tacoma Employee Wellness (TEW) Program, you can earn points towards a financial incentive by watching a TEW sponsored webinar and/or by attending an onsite wellness class. If you attend a webinar or class 'live', your points should automatically load the following month.

If you watch a **recorded** webinar/class, you are **required to submit this form** (after you watch the recorded webinar/class) to your Wellness Coordinator: wellness@cityoftacoma.org (email) or 747 Market Street, RM 1420, Tacoma, WA, 98402. You can also fax it to 253-591-5873. **You should retain a copy for your personal records.**

Please note that only webinars/classes advertised by the **TEW Program** qualify. You can find a list of upcoming webinars/classes on the [Training Calendar](#). Recorded versions can be found on the [Wellness Microsite](#). City-wide emails are also sent advertising these opportunities.

Completed forms are due no later than September 30, 2019.

Employee Name:	Employee ID Number:
Wellness Webinar/Class Title:	Recording Viewing Date:
Presenter(s):	
Please share your feedback and/or key takeaways from this webinar:	
Employee Signature:	Date: