

weightwatchers

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The At Work Program

Thank you for your interest in bringing Weight Watchers on-site to your workplace, school or organization. The At Work Program gives you all of the benefits of the Weight Watchers program with the convenience of meeting where you want and when you want. Now that's service!

How Do We Get Started?

When you contact us for information about the At Work Program, you have the option of becoming the Company Client Contact for your company. That means you are the person who helps get the group started at your organization and helps keep it going. You'll be the liaison between your company and the Weight Watchers At Work Department.

To get a group started, you'll first need to know if there's enough interest in your organization. The minimum number of participants to start a group is 15. *(For rural locations with a leader traveling more than 70 miles round trip, a minimum of 20 participants is required)* We offer At Work/Community meetings **any time** between 7:00 a.m. and 7:00 p.m. However, **lunchtime meetings are held at either 11:00 or 12:30**. Each weekly Meeting is approximately 45 minutes and includes a 15-minute private weigh-in.

To see if there's enough interest in an on-site Weight Watchers Meeting, you can:

- Use the attached flyer to inform your co-workers about the free Informational Meeting.
- Place the attached ***I'm Interested!*** sheet in a common area in your organization, so people can sign up!
- Put a notice on the office e-mail about the Informational/Enrollment Meeting.

Once you've determined that there's enough interest of 15 or more participants (20 for rural), we can schedule your free Information/Enrollment Session, please let us know the best days and times for a meeting at your workplace (3 choices if possible). Our Leader will do this free Info/Enrollment meeting to give an overview of our program, collect payments and answer any preliminary questions. All payments must be collected on this day.

- As long as there are at least 15 payments (20 payments/rural), the leader will be back to get the At Work meeting started the following week.
- Should we have less than 15 payments (20 payments/rural), the leader will leave the payments with you. Once you have the 15 payments in hand (20 payments/rural), the leader will be back to start the Work meeting.

Okay, So What's The Price?

Below is the current information on our At Work Meeting pricing and minimum requirements:

Weight Watchers Offer	Weight Watchers Pricing	Includes	Minimum Participation
12 Week Series 3-part split pay available	\$139 new or continuing \$132 lifetime above goal [†]	14 Weeks e-Tools	15 enrollees required (20 for Rural meetings) ^{†*}

[†] A Lifetime member who is over goal by 2 pounds but less than 10 pounds can pay for meetings by the week, they will not count towards the minimum.

^{†*} Rural meetings are locations with a leader traveling more than 70 miles round trip to the location.

How do I Pay?

We accept cash, personal checks, or credit cards (Visa/MasterCard). All check payments must include a driver's license number and two phone numbers.

Can I split up my payments?

There is a **Split Payment Option (breaking the cost into three payments)**. Split Payments can only be made by check. All three payments must be given to the Leader at the Info/Enrollment meeting.

The At Work Meeting fees must be paid upfront; however, we do allow 3 split payments to make it more affordable. The 3 payments are collected upfront, but they would be deposited one month apart.

12-week series at a cost of \$139.00, the 3 split payments would be \$47.00 / \$46.00 / \$46.00
Lifetime Member at a cost of \$132.00, the 3 split payments would be \$44.00 / \$44.00 / \$44.00

We do accept cash, checks and credit cards, but if the member is doing the 3 payment option, the 2nd & 3rd payment must be by check only. The approximate deposit dates are based on the date of the first meeting. If an At Work meeting began on January 15th, the approximate deposit dates would be 1/15, 2/15, 3/15. Split payments are not accepted after Week Two. All checks must have two phone numbers and a driver's license number.

A decision to cease participation in the At Work Program is not just cause to stop payment of a post-dated check. Please contact our Accounts Receivable Department at 615-244-5566 or 1-800-476-2340 before stopping payment on any Payments.

What if I change my mind?

Refunds are available only within 72 hours of registration. To obtain a refund, the member must call the At Work Department, return the Membership Book, the eTools voucher and all Program Materials in its original condition. A \$10.00 processing fee will apply if the eTools voucher was activated or if the access code was scratched off of the voucher. No refunds can be granted after the initial 72-hour period unless it is for medical reasons.

Free – eTools Voucher

Members will receive a free **14 Week eTools voucher** at the beginning of each 12 Week Series.

Should the series not renew or the member does not continue, the member will need to cancel their eTools subscription before the end of the 14 weeks to keep their credit/debit cards from being charged.

If you wish to cancel eTools without being billed, please cancel your account by the end of your 14 free weeks. To see when you are scheduled to be billed, go to weightwatchers.com, log in with your eTools username and password, and click on the My Profile link at the top of the page. If you click the Account Status link, you will see the date that you are scheduled to be billed (called the Renewal Date). You can cancel your account on our site, by email, by fax or by U.S. mail; please visit weightwatchers.com/cancel for details.

What's In It For Me?

As the Group Client Contact, you're responsible for scheduling an Informational Meeting, collecting pre-payments, arranging for a meeting room with adequate seating and choosing a day and time for the Meeting. To thank you for your assistance, we'd like to offer you:

- **A group with 20 members**, Client Contact receives a Free Series
- **A group with 15-19 members**, Client Contact receives a 50% Discount

***It's convenient, effective and affordable. Ready to get started?
Please contact our At Work / Community Administrator.***

***Melinda Dahmer
Direct: 615-892-0159
Office: 615-244-5566
Toll Free: 800-476-2340
Email: melinda@wwmet.net***

You're Invited!

to a

FREE

weightwatchers

TM

AT WORK PROGRAM

Informational Meeting

DAY

DATE

TIME

IF YOU ARE INTERESTED IN
PARTICIPATING, PLEASE CONTACT:

NAME:

CONTACT INFO:



AT WORK PROGRAM™

Company Contact Responsibilities

- Serves as a liaison between the Members, Leader and the Weight Watchers At Work Department.
- **Collects all payments in advance of Week One.** A total of fifteen payments must be collected in advance of starting Week One of the series. The contact holds the payments until the Leader arrives for the Week One meeting.
- Communicates to the Leader the number of payments collected in advance to insure he/she brings adequate program materials.
- Communicates to the Leader when a Group renews the number of **New** Members to insure he/she brings adequate program materials.
- Insures that all check payments include a driver's license number and two phone numbers.
- Promotes the Weight Watchers At Work Program within the company to generate interest and excitement.
- Communicates with prospective Members and current Members regarding Group renewal via posters/flyers (provided by Weight Watchers) and/or email.
- Arranges weekly meeting room space including unlocking doors prior to meeting and locking doors afterwards, if necessary.
- Communicates with Members and Leader of any meeting room changes.
- Communicates with Members and Leader of meeting cancellations.
- Communicates any special needs or concerns with the Weight Watchers At Work

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At Work Meeting* Interest Form

We are looking to bring a Weight Watchers meeting right to our workplace for the ultimate convenience in weight-loss. Would you be interested in joining? Sign-up here and attend a free Weight Watchers Information Session to learn more and get registered.

YES! *I'm interested in participating in an on-site Weight Watchers® Meeting!*

NAME	EMAIL	PHONE
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