

Sunwave Plumbing LLC

Subject: Introducing the new Gym Stipend Program

Hi Team,

Rejuvenating is one of our core principles here at Sunwave, we believe every person on this team deserves a work experience that's purposeful and restorative, not just productive. Staying active is a big part of that, so we're rolling out a Gym Stipend Program to help support you in taking care of your body outside of work.

How It Works

Choose whatever gym fits you best. Sunwave will cover 80% of your monthly membership cost, up to a cap of \$100 per month. Whatever the remaining balance is comes out of pocket.

Who's Eligible

This benefit is available to Sunwave employees only. Technicians Levels 6 and up; Office personnel Levels 4 and up.

How to Get Reimbursed

Send proof of your active gym membership to **sandy@sunwaveplumbing.com** by the 10th of each month. This can be a membership statement, invoice, or confirmation showing your name and the billed amount.

Stipends are paid out at the end of the month, following submission.

A Few Things to Keep in Mind

- If proof of membership isn't submitted by the 10th, the stipend for that month is forfeited. There are no exceptions or retroactive payments for late submissions.
- The 80%/\$100 cap applies per month, regardless of your membership cost.

Why We're Doing This

At Sunwave, we're committed to Creating Value everywhere we go, and that starts with our own people. Investing in your health outside of work is one more way we try to build a company where our team can show up strong, sustain the pace of this work, and feel genuinely taken care of.

If you have any questions about enrolling or how the stipend works, reach out to Sandy or your Location Leader.

Thanks for being part of Sunwave.