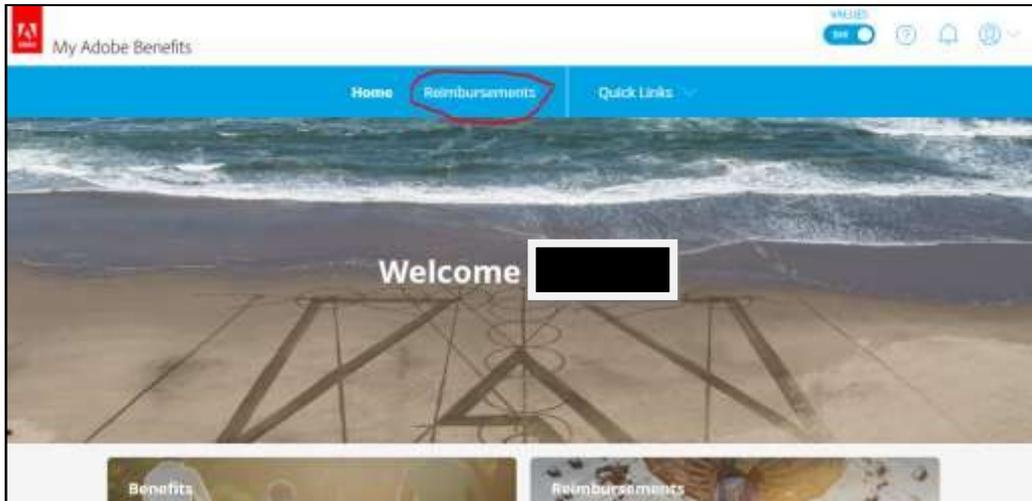


Wellness Claim Submission Process

Wellness Claim

- Log into My Adobe Benefits using this [link](#).
- Navigate to the Reimbursement tab from the menu



- Here you can view your wellness balance and any claims that have previously been approved.



To make a claim

- Click on the make a claim button



My Accounts

NOTE: Falsifying expenses will result in your immediate repayment of the reimbursed claim and liable for appropriate disciplinary actions as deemed fit and proper.

Spending account summary for: **Gurrajan Singh**

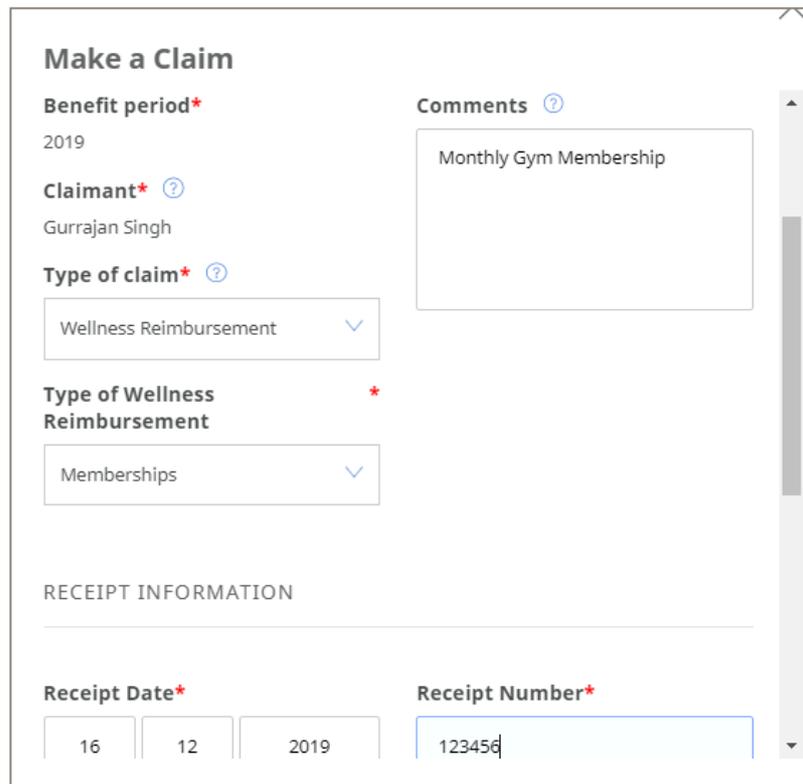
Display the benefit period: 2019

[Wellness Reimbursement](#)

+ Make a Claim

POWERED BY
DARWIN

- Then complete all the required details
- Claims cannot be future dated
- Attach a valid receipt



Make a Claim

Benefit period*
2019

Claimant* ?
Gurrajan Singh

Type of claim* ?
Wellness Reimbursement

Type of Wellness Reimbursement*
Memberships

Comments ?
Monthly Gym Membership

RECEIPT INFORMATION

Receipt Date*
16 12 2019

Receipt Number*
123456

Claim Approval

- Reimbursement Claims are reviewed and approved on a weekly basis
- Once approved payment will be made through payroll. Submit by the last Tuesday in the

month for payment in the following months' pay run.

- Once your claim is approved you will receive an email
- Once approved you can always see you remaining balance and what has been claimed

