

# Lifestyle Spending Account

## State of New Hampshire Fitness Facility & Equipment Reimbursement



### What is a Lifestyle Spending Account?

A lifestyle spending account (LSA) is an employer funded account that allows for reimbursement of eligible expenses as defined under the plan.

### Who is eligible for an LSA?

State of New Hampshire employees enrolled in the Anthem HMO are eligible.

### What types of expenses are eligible for reimbursement?

Eligible expenses include two categories of expenses as follows:

- 1) Gym or health club facility membership dues; **OR**
- 2) Home exercise equipment, purchased new, that provides total-body cardiovascular or muscular workout (Treadmills, stationary cycles, bike stands, stair-climbing machines, elliptical machines, rowing machines, home gyms (Bowflex), total-body weight resistance machines, cross-country ski machines, air walkers)

*For additional information regarding eligible expenses, please reference the LSA FAQs.*

### How much is contributed to the account annually?

The State contributes \$450 for gym or health club facility membership expenses, **OR** \$200 for home exercise equipment expenses. Eligible employees may file a claim for reimbursement under **one** of these programs each calendar year, but not both.

### How do I submit claims and get reimbursed?

As you incur expenses, you can submit a claim to be reimbursed. ASIFlex offers several easy ways to submit claims for reimbursement:

- **ASIFlex mobile app** Download the app and sign in to your account. Then, just snap a picture of your itemized statement or invoice confirming service dates and your payment, then submit a claim via the app. It's easy and it's fast!
- **ASIFlex Online** Sign in to your online account at ASIFlex.com to submit a claim.
- **Toll-free fax or mail** Download and complete a claim form. Then, submit it with your itemized statement. Keep a copy for your records.

*The deadline for submitting claims is April 30<sup>th</sup> following the close of the calendar year in which the expense was incurred.*

Reimbursements will be made to you within three business days following receipt of a complete claim. Log in to your ASIFlex account to sign up for direct deposit reimbursement to a bank account of your choice.

### Get your LSA information. Instantly!

You can manage your LSA anytime, anywhere! Register to access your [Account Detail](#) at ASIFlex.com.

- Sign up for email and text alerts
- Sign up for direct deposit reimbursements
- Access your account statement and balance
- Read secure messages sent to you from ASIFlex
- Submit claims

### Manage your account

Register your account at ASIFlex.com to see your account statement and balance, submit claims, sign up for email, text alerts and direct deposit.

### Get the ASIFlex app!

- Submit claims.
- Submit documentation.
- Access your balance and account statement.

Search ASIFlex Self Service and download the app today.

### ASIFlex Customer Service

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# Lifestyle Spending Account FAQs

## Fitness Facility & Equipment Reimbursement



### Q. If I prepay my fitness center membership for a year to take advantage of a discount, can I file for reimbursement right away?

A. No, ASI Flex will not process reimbursements for memberships paid in advance. This means you must submit a claim, with proof of payment, *each time* you want to get reimbursed during the year and ASI Flex will reimburse you on a prorated basis. The frequency of reimbursement is up to you, but the minimum period of reimbursement is one month. For example, if you prepay in advance for a year, you may elect to submit a claim at the end of each calendar month and ASI Flex will reimburse you 1/12th of your total annual membership fee. If you submit a claim for reimbursement at the end of each calendar quarter, ASI Flex will process a reimbursement equal to one quarter of your paid membership.

### Q. How do I know if my fitness center or gym is eligible for participation under this benefit?

A. The fitness facility (fitness club, health club, fitness studio, gym) must be open to the public, with staff available during business hours, and offer exercise or workout equipment and/or group classes for the purpose of workouts, training, or exercise. Essentially, there is a broad range of fitness centers that would be eligible; however, questions should be directed to ASI Flex Customer Service 1-800-659-3035.

- Online gym memberships are not eligible for reimbursement. This includes but is not limited to Peloton membership, iFit membership, fees for access to workout videos/apps, etc.
- Only one eligible individual may submit for reimbursement in a calendar year.
- If a family or group membership is submitted, it will be prorated to an individual cost when reimbursed.

### B. Which equipment is a covered eligible expense for reimbursement?

#### **Eligible Items**

- Treadmill
- Stationary Cycle
- Bike Stands (to convert a road bike to a stationary cycle)
- Stair Climbing Machines
- Elliptical Machines
- Rowing Machines
- Cross-country Ski Machines
- Air Walkers
- Home Gyms
- Total Body Weight Resistance Machines

#### **Ineligible Items**

- Muscle-specific resistance equipment such as bands, abdominal rollers, thigh/buttocks machines, ropes.
- Exercise videos or mats.
- Individual “free” weights, like dumbbells.
- Outdoor recreational equipment such as golf clubs, bicycles, game balls, skates, skis, tennis racquet's, or roller blades.
- Exercise clothing or shoes.
- Any used equipment. All equipment must be purchased new.

### Q. Is the reimbursement I receive taxable?

A. Yes, any reimbursement you receive under this benefit for yourself or a family member is considered “imputed income” and is taxable. The payroll department will periodically receive a list of reimbursements issued by ASI Flex. The dollar amount of the reimbursement you received will be added to your taxable gross earnings so that appropriate federal taxes may be withheld.