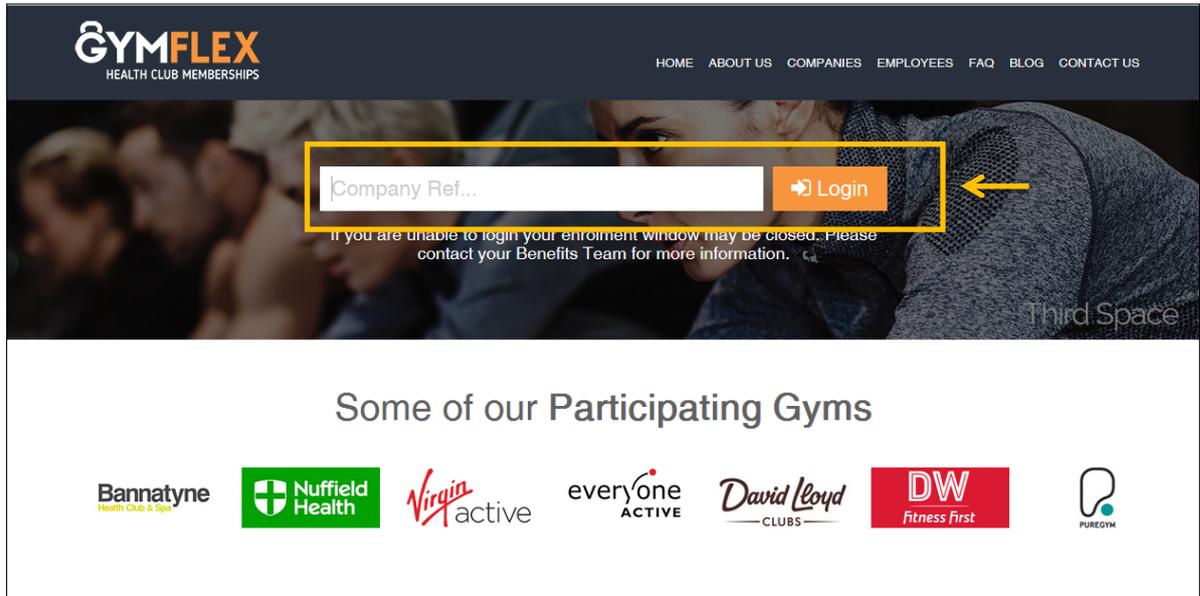


GymFlex step-by-step guide

Step 1. Start by clicking the link on the [UK HR page](#) of Fiire, or visit <https://www.gymflex.co.uk/> and enter the password "fisher" and click "Login"



Step 2. Enter your post code and click "Search". This will bring up a list of gyms and membership prices near you.



The election window shows you how long you have to select your gym membership for the period. Please ensure that you are selecting single memberships only. If you elect a joint membership it will not be approved.

The search will bring up gyms that are within 10 miles of the post code that you enter so that you're never too far from your nearest workout. Information about the cost will be displayed with the gym.

- “Normal Rate” the cost if you were to go to the gym.
- “GymFlex Rate” the cost applying via the GymFlex portal.
- “Club Saving” the amount you save by going via the GymFlex portal compared to going directly to the gym plus the £50.00 per month that Fisher is paying (£600.00 annually)
- “Subsidised Rate” the annual cost of your membership that you will pay by applying via the GymFlex portal.
- “Monthly Rate” the monthly cost that you will pay for your membership.

The screenshot shows the GymFlex website interface. At the top, there is a navigation menu with links: HOME, FIND A CLUB, TAX IMPLICATIONS, FAIR PLAY PLEDGE, TERMS & CONDITIONS, FAQ, BLOG, CONTACT US, and LOGOUT. Below the navigation is a banner image featuring various gym activities and the David Lloyd Clubs logo. A search bar contains the postcode 'W1T 2RE' and a 'SEARCH' button. Below the search bar, it indicates 'Clubs within 10 Miles of postcode W1T 2RE'. A 'My club is not listed' button with location and print icons is also present. The main content area displays the 'Good Vibes - Fitzrovia' gym listing, which is 0.1 Miles away. The listing includes the gym's logo and a table of membership options:

Full membership	Normal Rate	GymFlex Rate	Club Saving	Subsidised Rate	Monthly Rate	
Single Membership	£ 1620.00	£ 1380.00	£ 840.00	£ 780.00	£ 65.00	SELECT »

Below the table, a note states: "This membership gives you unlimited access to all classes – yoga, ballet tone, mat pilates, Small Group Training (TRX, HIIT, BoxFit, Kettlebells) & Reformer Pilates classes. You have access to both studio locations." At the bottom of the listing, there is a 'Club Info & T&Cs' button and a thumbs-up icon. A yellow arrow points to the 'SELECT »' button.

Step 3. Once you have found the gym that's right for you, click “Select.”

Step 4. Confirm Selection

New or Existing Memberships

1. I am not currently a member of this club and I am joining as a new member

If this applies to you, please select this option, and tick to agree to the GymFlex's terms and conditions. Click "Proceed."

Enter your personal details, remember your Payroll ID can be found on Workday.

Confirm Selection

Thank you for choosing your gym membership through GymFlex. You are about to select **Full membership with Good Vibes - Fitzrovia** at a total value of **£1,380.00** If you are eligible, your employer will contribute up to **£600** towards this membership. If your value is lower than **£600** credit will not be given, nor can credit be offset or transferred to a partner or family membership.

Important Information

GymFlex memberships are for 12 months and are non-cancellable and non-transferable.

I am not currently a member of this club and I am joining as a new member

I am an existing member of this club and wish to transfer onto the GymFlex scheme

I am a GymFlex member at this club renewing my GymFlex membership

I agree to the terms and conditions of my selected membership and to the terms and conditions of GymFlex. I understand that my employer will adjust my salary accordingly ([View Terms and Conditions](#)).

BACK **PROCEED >**

2. I am an existing member of this club and wish to transfer onto the GymFlex scheme

If this applies to you, please select this option, enter your current gym membership number and tick to agree to the GymFlex's terms and conditions. Click "Proceed."

Confirm Selection

Thank you for choosing your gym membership through GymFlex. You are about to select **Full membership with Good Vibes - Fitzrovia** at a total value of **£1,380.00** If you are eligible, your employer will contribute up to **£600** towards this membership. If your value is lower than **£600** credit will not be given, nor can credit be offset or transferred to a partner or family membership.

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I am an existing member of this club and wish to transfer onto the GymFlex scheme

I am a GymFlex member at this club renewing my GymFlex membership

Please read the following information carefully to ascertain whether you can transfer your existing membership via GymFlex. A transfer will re-start your 12 month membership commitment.

Paying via direct debit/ in a fixed term contract at this club? GymFlex display a symbol indicating when your membership, regardless of your contract term, can be swapped over. You must be paying via direct debit in order for us to facilitate the transfer. If your club displays this symbol  please enter your membership number in the box below so we can inform your club to stop your direct debit. If you are unsure please call GymFlex so they can advise on your individual status, call 03453006474 and ask for the GymFlex team.

Already paid in advance for your gym membership at this club? The clubs will not issue a refund for the remaining months of your original membership. You should move to a pay monthly membership when it expires and select your membership next year via GymFlex.

Please Insert Your Membership Number Here:

Failure to enter a valid membership number may result in your old membership remaining active and your direct debit payments continuing. If you do not know your membership number at this time please type UNKNOWN. We cannot take responsibility or accept liability for employees selecting a membership with the incorrect membership status.

It is important that you read and understand the terms and conditions of membership at your chosen club before purchase. These are viewed by selecting the Membership Terms & Conditions button displayed for each club.

I agree to the terms and conditions of my selected membership and to the terms and conditions of GymFlex. I understand that my employer will adjust my salary accordingly ([View Terms and Conditions](#)).

BACK **PROCEED >**

3. I am a GymFlex member at this club renewing my GymFlex membership.

If this applies to you, please select this option, enter your current GymFlex membership number and tick to agree to the GymFlex's terms and conditions. Click "Proceed."

Confirm Selection

Thank you for choosing your gym membership through GymFlex. You are about to select **Full membership with Good Vibes - Fitzrovia** at a total value of **£1,380.00**. If you are eligible, your employer will contribute up to **£600** towards this membership. If your value is lower than **£600** credit will not be given, nor can credit be offset or transferred to a partner or family membership.

Important Information

GymFlex memberships are for 12 months and are non-cancellable and non-transferable.

I am not currently a member of this club and I am joining as a new member

I am an existing member of this club and wish to transfer onto the GymFlex scheme

I am a GymFlex member at this club renewing my GymFlex membership

Please Insert Your Membership Number Here:

Entering your membership number will ensure a smooth transition to renew your existing GymFlex membership. If you do not know your membership number at this time please type UNKNOWN.

It is important that you read and understand the terms and conditions of membership at your chosen club before purchase. These are viewed by selecting the Membership Terms & Conditions button displayed for each club.

I agree to the terms and conditions of my selected membership and to the terms and conditions of GymFlex. I understand that my employer will adjust my salary accordingly ([View Terms and Conditions](#)).

Step 5. Enter your Personal Details

Remember your Payroll ID can be found on Workday. Once complete, click "Proceed." To find your Payroll ID please visit: Workday > Click on your Picture > "View My Profile" > "Personal" > "IDs" > "APD File Number"

Enter personal details

Title*

Employee First Name*

Employee Last Name*

Employee/Payroll ID*

Employee Email Address*

Confirm Email Address*

Date of Birth*

Employee Address1*

Address2

Address3

City

County

Post Code*

Employee Contact Number*

(this number will be used by the health club to contact you regarding your membership, it will not be passed to any other third parties or used for marketing or promotional purposes)

Step 6. Receive a confirmation to your email from GymFlex. This will confirm the details and cost of the gym that you have chosen. Attached there is a document that you need to review and sign before scanning a copy to HR.

Step 7. HR approves your membership.

Step 8. The gym confirms your membership. Please note, there's a set enrolment window each month; from the 1st through the 15th. Memberships approved during this period will begin the first of the following month. Memberships approved outside of this period will take a month longer.

My gym is not listed.

If you are already a member of a gym, or there is one you have in mind, type in your postcode and please select "My club is not listed" and follow the steps.

The screenshot shows the GymFlex website interface. At the top, the logo 'GYMFLEX HEALTH CLUB MEMBERSHIPS' is on the left, and navigation links (HOME, FIND A CLUB, TAX IMPLICATIONS, FAIR PLAY PLEDGE, TERMS & CONDITIONS, FAQ, BLOG, CONTACT US, LOGOUT) are on the right. Below the navigation is a banner with images of people at the gym and the text 'David Lloyd CLUBS' and 'GYMFLEX HEALTH CLUB MEMBERSHIPS'. A search bar contains the postcode 'W1T 2RE' and a 'SEARCH' button. Below the search bar, it says 'Clubs within 10 Miles of postcode W1T 2RE'. A button labeled 'My club is not listed' is highlighted with a yellow box and a yellow arrow. Below this, a result for 'Good Vibes - Fitzrovia' is shown, 0.1 Miles away. The result includes a table of membership rates and a 'SELECT' button.

	Full membership	Normal Rate	GymFlex Rate	Club Saving	Subsidised Rate	Monthly Rate	
Single Membership		£ 1620.00	£ 1380.00	£ 840.00	£ 780.00	£ 65.00	SELECT »

This membership gives you unlimited access to all classes – yoga, ballet tone, mat pilates, Small Group Training (TRX, HIIT, Boxfit, Kettlebells) & Reformer Pilates classes. You have access to both studio locations.

Club Info & T&Cs +