**Email 1 – Subject Line: The STEPtember Walking Challenge is here!**

**Suggested distribution dates: 8/24-8/28**

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| **A picture containing drawing  Description automatically generated**Hello [insert agency] employees,Are you ready for an adventure? Then break out your walking shoes because [insert agency] is joining WorkWell NYC for[**STEPtember 2020**](http://www.nyc.gov/steptember) – a month-long step challenge exclusively for City employees. This year, the challenge features a journey through the 5 boroughs! Each week, your steps will help us get to the next borough on our virtual NYC map. Each borough will also feature a scavenger hunt with local points of interest to visit and a chance to win bonus steps!  |
| **There are two ways to participate:**

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| **A picture containing table  Description automatically generated** | **On a team**: represent [insert agency] on a team with 15-20 of your co-workers and compete against other teams for the highest average daily step count. |
| **A picture containing screen, building, window  Description automatically generated** | **Individually:** Participate on your own and challenge yourself to hit 8,000 steps a day, every day. Step it up to 10,000 steps a day to join the Commissioner’s Club! |

Join a [insert agency] team and help us step our way to victory! Teams are open to all employees so it’s a great way to connect with colleagues, regardless of current work location!**The challenge begins on September 14th –** so what are you waiting for?Visit [**nyc.gov/steptember**](http://www.nyc.gov/steptember) to learn more and register today!

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*If you have any physical limitations and would like to participate in the challenge, please email* ***workwell@olr.nyc.gov*** *to learn how to sign up.* |
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| [**nyc.gov/workwellnyc**](http://nyc.gov/workwellnyc) **|** **workwell@olr.nyc.gov** **|** [**@workwellnyc**](http://instagram.com/workwellnyc) |

**Email 2 – Subject Line: Don’t forget to Sign Up for STEPtember**

**Suggested distribution dates: 8/31-9/04**

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| Have you heard? [insert agency] is participating in [**STEPtember 2020**](http://www.nyc.gov/steptember) – a fun month-long step challenge exclusively for City employees. This year, we’re walking, running, and rolling on a journey through the 5 boroughs, so lace up your sneakers and get ready for some friendly competition!**There are two ways to participate*:**** **On a team:** Join a [insert agency] team and help us step our way to victory!
* **Individually:** Would you rather step on your own? Participate in the individual challenge and strive to hit 8,000 steps a day – or more!

You can even participate on a team *and* individually! Teams are open to all employees regardless of division or worksite, so it’s a great way to connect with colleagues, regardless of current work location.**The challenge begins on September 14th –** have you registered yet?

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| **A picture containing drawing  Description automatically generated** | **Dates to Know****Registration closes:** Sunday, September 13th**Challenge begins:** Monday, September 14th**Challenge ends:** Tuesday, October 13th |

STEPtember begins in [insert days here] days. Don’t miss out! Visit the [**STEPtember website**](file:///C%3A%5CUsers%5Colruser%5CDocuments%5CPrograms%5CMove%20More%5CStep-Activity%20Challenges%5CSTEPtember%202020%5CLaunch%20Documents%5Con.nyc.gov%5Csteptember) for more information.*If you have any physical limitations and would like to participate in the challenge, please email* ***workwell@olr.nyc.gov*** *to learn how to sign up.*A picture containing clock, shirt  Description automatically generated |
| [**nyc.gov/workwellnyc**](http://nyc.gov/workwellnyc) **|** **workwell@olr.nyc.gov** **|** [**@workwellnyc**](http://instagram.com/workwellnyc) |

**Email 3 – Subject Line: Last Chance to Sign Up for STEPtember!**

**Suggested distribution dates: 9/8-9/11**

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| The [**STEPtember 2020**](http://www.nyc.gov/steptember) Challenge begins in [insert # of days] days!Get active this fall from wherever you are - join thousands of City employees for a month-long virtual journey across the 5 boroughs. Join us as we walk, run, and roll our way across NYC! Registration closes on **Sunday, September 13th** or whenever slots fill up. Don’t miss your chance to participate!**There are two ways to join in on the fun:*** **On a team:** Join a [insert agency] team and help us step our way to victory!
* **Individually**: Would you rather step on your own? Participate in the individual challenge and strive to hit 8,000 steps a day – or more!

You can even participate on a team *and* individually! Teams are open to all employees regardless of division or worksite, so it’s a great way to connect with colleagues, regardless of current work location.**The challenge begins on September 14th –** have you registered yet?

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| **A picture containing light, drawing, clock  Description automatically generated** | **Get the Lowdown**Visit [**nyc.gov/steptember**](http://www.nyc.gov/steptember) for challenge rules, how to win, FAQs, and more! |

*If you have any physical limitations and would like to participate in the challenge, please email* ***workwell@olr.nyc.gov*** *to learn how to sign up.*A picture containing clock, shirt  Description automatically generated |

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