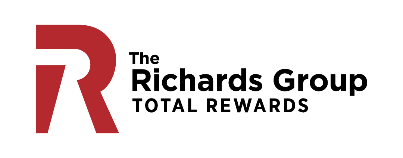
**Subject Line****: Time to Move - The Challenge Starts Today!**

**Attachments:**

* **Week 1 Guide**
* **Challenge Tracker**

A person and person riding bicycles

Description automatically generated

**Submit your completed challenge tracker to Human Resources by [Insert Date] to be entered into a prize raffle for [Insert Raffle Prize]**.