

WLM's Sleep Out 2017

Friday 13th October 2017 (8pm-9am) - St James's Church, Piccadilly (W1J 9LL)

West London Mission (WLM) is organising a sponsored Sleep Out to raise money for our work with street homeless people. Registration for the Sleep Out is £20 for adults and £10 for under 16's. Participants will receive a hoody as well as light refreshments and breakfast. All the money raised from the Sleep Out will go towards helping homeless people off the streets and into accommodation and employment.

Personal Details

Title: _____ First Name: _____ Last Name: _____

Telephone Number: _____ Email: _____

Address: _____

_____ Post Code: _____

Are you over the age of 16 years? Yes No If you are 16 years or under, please provide the name of the adult who will accompany you on the Sleep Out: _____

What is your current status? Employed Retired Student Other _____

Organisation (if applicable): _____ Job title: _____

Does your employer offer a match funding scheme? Yes No Not sure

Emergency Contact Details

Title: _____ First Name: _____ Last Name: _____

Telephone Number: _____ Relationship: _____

Do you have any medical conditions that WLM should be aware of? Yes No

If yes, please provide details _____

Fundraising

How did you hear about the Sleep Out? _____

What inspired you to take part in the Sleep Out? _____

How much do you hope to fundraise for the night shelter? _____

DECLARATION: I have read and accept the Terms and Conditions and the Code of Conduct

Signature _____ Date _____

Please send your completed form and registration fee of £20 (Adult) and £10 (Under 16s), cheques made payable to 'West London Mission' to Chloe Harrison 134-136 Seymour Place, London W1H 1NT



Terms and Conditions

All participants registered for this event have agreed to adhere to the following Terms and Conditions.

1. **Registration** – only registered participants may take part in the event.
2. **Fundraising commitment** – we do not request a minimum fundraising amount to participate but suggest a pledge of around **£250** depending on your means. All money raised will go towards WLM's work with vulnerable street homeless people. West London Day Centre is a social work project of West London Mission (Registered charity number 1133739)
3. **Personal health** – it is your responsibility to ensure you are in good health and able to sleep out overnight at the event. If in doubt, please take advice from your medical practitioner. We strongly advise that you make WLM fundraising team aware of any pre-existing medical conditions before the event.
4. **Personal safety and security** – participants take part at their own risk. WLM cannot be held responsible for personal accidents, injury or loss to third parties. Furthermore, you agree to take reasonable care not to compromise other participants' safety and security.
5. **Personal belongings** – WLM strongly advise you not to bring valuables with you to the event. WLM accepts no responsibility for any loss or damage to your personal belongings or loss to personal effects belonging to third parties during the event.
6. **Clothing and sleeping bags** – please ensure you dress appropriately for the event and bring warm and waterproof clothing with you. You are welcome to bring floor mats and blankets for extra comfort but every participant **MUST** have an appropriate sleeping bag to bed down. Please **do not bring tents or other forms of shelter**, as you will not be allowed to use them.
7. **Age limits** – under 16s may only participate if accompanied by an adult who has already registered to take part in the Sleep Out. There is no maximum age limit but participants over 65 are advised to seek advice from their medical practitioner before registering for the event.
8. **Animals** – **no animal or pet may be brought to the event. If you have a registered help-dog please advise WLM prior to registering for the event.**
9. **WLDC stewards** – you must comply with all instructions and directions from the WLM event stewards or WLM staff, WLM volunteers or others volunteering on behalf of West London Mission at the event. Failure to do so may result in you being required to leave the event.

10. **Media consent** – by registering for the event, participants have given permission to West London Mission to use their name, photograph or voice in any advertising promotion or other account of this event, marketing/promotion for future or similar events.
11. **Cancellation** – WLM reserves the right to cancel or alter the event without notice. This may be due to unforeseen circumstances that are out of the control of WLM.
12. **Data Protection** – we like to keep supporters informed about our work helping street homeless people off the streets and back into accommodation. Therefore, your details will be recorded and processed in accordance with the requirements of the 1998 Data Protection Act. We will **not** share your information with other organisations. However if you would prefer not to hear from us please email chloe.harrison@wlm.org.uk

Code of Conduct

We kindly ask that you conduct yourself in a manner that is in keeping with the values of the charity and to avoid any actions that may bring the interests or reputation of West London Mission into disrepute. Failure to abide by the following Code of Conduct may result in you being required to leave the event:

1. **Alcohol** – we request that participants do not bring any alcohol with them to the event and that they conduct themselves in an appropriate manner.
2. **Drugs** – any participant believed to be using or under the influence of illegal drugs will be required to leave the event. If necessary, WLM event stewards will contact the police.
3. **Smoking** – smoking is not allowed in any covered area at the event or in any part of the designated Sleeping Zone. You must follow the instructions of WLM event stewards as to where you can smoke during the event.
4. **Respect for others** – the Sleeping Zone is solely for those who wish to bed down and we ask you to please be respectful of participants trying to sleep. The deliberate disruption to other people's dwelling, use of obscene language or unruly behaviour will not be tolerated. In extreme circumstances, participants may be required to leave the event.
5. **Toilets** – participants must only use the designated toilets during the event. WLM event stewards will direct you to their location.
6. **Emergency evacuation** – In the event of an emergency you must follow the directions given by the WLM event stewards.