**HSV: 921A – Guidance for those attending or supporting MS Society activities**

**What to wear and bring**

We recommend you come prepared for unpredictable weather. Wear comfortable shoes, as you may be standing for a long time. Bring waterproofs in case there is a downpour and sun screen in case it becomes hot.

We recommend you bring your own snacks and drinks as we can sometimes be in more remote areas, and even when there are food facilities the choice can be restrictive and lines can be very long.

Bring emergency contact details with you in case the organiser needs to contact anyone regarding your welfare.

All queries regarding disclosure checks, personal care or the involvement of under 16’s must be presented to the event organiser.

**Where to go**

Find enclosed an address/ map of our event. We recommend you plan in advance where you want to go and how you intend to travel around on the day.

Organiser’s will be identifiable by: *(insert details here - T-shirt, badge etc.).* Please make yourself known to an organiser as soon as you arrive.

For outdoor events, a plan is in place in case the weather changes. Where possible you will be informed of this before the event, or when you arrive.

**Timing**

Please arrive for: *(insert time)*

The cheering/ collection/ information point/ stall will be run by: *(insert name)*

From: *(insert time)* To: *(insert time)*

They can be contacted on: *(insert mobile phone number.)*

**Contacts**

The organiser available throughout the event in case you have any problems or questions is: *(insert name)*

They can be contacted on: *(insert mobile phone number)*

If you have any questions before the day you can contact: *(insert name)*

They can be contacted on: *(insert phone number)*