



NATIONAL EATING DISORDERS ASSOCIATION
NEDAWALK
Save a Life

NEDA Walk Participant Packet

Read more for information about participating in a
NEDA Walk



National Eating Disorders Association
165 W 46th Street, Suite 402
New York, NY 10036

(212) 575-6200
walks@nationaleatingdisorders.org
501(c)(3); Tax ID #: 13-3444882



Dear NEDA Walk Participant,

Welcome! The National Eating Disorders Association (NEDA) is delighted that you have decided to support the mission of NEDA to raise awareness of the dangers surrounding eating disorders and the need for early intervention and treatment by participating in a NEDA Walk. The NEDA Walk Participant Packet is your guide to everything you need to know about participating in a NEDA Walk – from fundraising ideas and tips to fun activities happening on the day of the walk.

By participating in a NEDA Walk you will be supporting all of NEDA's lifesaving programs bringing awareness to your local community. The NEDA Helpline connects millions of people to help and treatment. The NEDA Conference brings together families and experts and provides an opportunity to learn and take back knowledge to local communities around the country. The Solutions Through Advocacy & Reform (STAR) Program advocates for prevention, funding for research, and access to care at the state and federal level. Our NEDA Navigators act as personalized guides through recovery and the Parents, Friends, & Family (PFN) Network connects, informs, and supports families of those who struggle. And NEDAwareness Week educates millions on signs and symptoms for early detection and intervention.

The express purpose of NEDA Walks is to support the mission of NEDA, through participant registrations and fundraising. By taking part you are helping to raise awareness of the dangers surrounding eating disorders and the need for early intervention and treatment. Therefore, please tell as many people as you can, including your family, friends, co-workers, and everyone else in your community, to register or donate to your local NEDA Walk!

If you have any questions along the way or need any support at all, please contact your NEDA Walk Coordinator, whose information can be found on the walk website.

A handwritten signature in black ink that reads "Julie Steinberg".

Julie Steinberg
National Walks Coordinator
165 W 46th Street
Suite 402
New York, NY 10036
T: 212-575-6200 Ext. 322
E: JSteinberg@nationaleatingdisorders.org



NEDA Walk Participant - Important Information

- EVERYONE IS WELCOME!!!!!!!!!!!!!! ☺
- There is a \$25 registration fee for adults and \$10 registration fee for children under 12.
- Each person older than 5 years old must register as a participant.
- You can register and bring pets where allowed!
- As a participant for the walk, you are expected and encouraged to raise as much money for the walk as possible.
- Feel free to purchase official walk t-shirts or create your own! Make them bright and fun. If you are walking as a part of a team, consider designing a special team t-shirt!
- Contact your local walk chair about walk venue questions, including if pets are allowed, handicap, wheelchair, and stroller accessibility.

- **Collecting "Offline Donations"**

- Any donation not made online with a credit card is considered an offline donation, including all checks, cash, and money orders collected.
- Please mail **ALL OFFLINE** donations to NEDA in a timely fashion (preferably within one week) and attach the "Offline Donation Form." Mail to:

National Eating Disorders Association
165 W 46th Street, Suite 402
New York, NY 10036

- Before sending your offline donations to NEDA, please remember to:
 - All checks should be made payable to "NEDA" or "National Eating Disorders Association."
 - Clearly print your name and walk location (city & state) in the check memo line.
 - If you are given or collect cash donations, please convert them to checks, as mailing cash is not very secure or traceable.
 - If you convert cash to a check or money order, please include the Offline Donation Form with the actual donor name and information so we will know who to properly give credit for the gift.
 - If a donor wishes to remain anonymous, please indicate this on the Offline Donation Form.
 - Include a **SEPARATE** Offline Donation Form for **EACH** donation you are mailing.
- Offline donations sent to NEDA will be manually added to your participant page by NEDA Staff.



NEDA Walk Participant Registration Form

NEDA WALK Location (City & State): _____ Date: _____

Name: _____

Address: _____
(City) (State) (Zip)

Phone Number: _____ Email: _____

Employer: _____ Title: _____

Member of a Team? Y/N Team Name: _____

Registration Type: \$25- Adult: _____ \$15- Student: _____ \$10- Children Ages 5-12: _____

Additional Donation from walker (does not include collected checks): \$ _____

Total Amount (Registration total plus donation): \$ _____

Registration Payment: Check: _____ Credit Card _____ Cash: _____

Cardholder Name: _____

Credit Card Number: _____ Exp Date: _____

Where did you hear of NEDA? _____

RELEASE AND ASSUMPTION OF RISK

Thank you for participating in a NEDA Walk. Please read this form carefully and be aware that in signing up and participating in this Event, you will be expressly assuming the risk and legal liability and waiving and releasing all claims for injuries, damages or loss, including death, which you or your child might sustain as a result of participating in any and all activities connected with and associated with the Event.

NEDA is committed to conducting its programs and activities in a safe manner and holds the safety of participants in high regard. NEDA also strives to reduce the risks of the Event and insists that all participants follow safety rules and instructions that are designed to protect the participants' safety. However, you must recognize that there is an inherent risk of injury when choosing to participate in these types of events. You (the "Participant") are solely responsible for determining if you or your child is physically fit and/or adequately skilled to participate in the Event. It is always advisable, especially if the Participant is pregnant, disabled in any way, or recently suffered an illness, injury, or impairment, to consult a physician before undertaking any physical activity. You are also solely responsible for selecting and wearing personal protective equipment. Despite careful and proper preparation, instruction, medical advice, conditioning and equipment, there is still a risk of injury, including death from participating in the Event and it is impossible for NEDA to guarantee your absolute safety.

I recognize and acknowledge that there are certain risks of physical injury to participants in this Event and I voluntarily agree, as a condition of my and/or my child's participation in the Event, to assume the full risk of any injuries, costs, damages or losses, regardless of severity, that my child or I may sustain as a result of participating in any and all activities connected with or associated with this Event. I agree to waive and relinquish all claims, specifically including those for any injury (including death), costs, damages and/or losses arising out of or otherwise incidental to participation in the Event, that I or my child may have as a result of participating in this activity, against NEDA including its officers, officials, agents, employees, representatives, volunteers and servants, (both individually and collectively). On behalf of myself and/or the child identified above, I do hereby fully release and forever discharge the NEDA from and against any and all claims for injuries, damages or loss, including death, that my child or I may have arising out of, connected with, or in any way associated with this Event. This waiver and release shall apply to any and all actions, causes, damages, claims, or demands of every kind, whether known or unknown, arising out of or otherwise incidental to participation in the Event. On behalf of myself and/or the child identified above, I hereby agree to indemnify, hold harmless, and defend NEDA from and against any and all liability or claims for loss, damage, or injury to person or property, or of any other kind, whether known or unknown, including your person and property and including claims for attorney's fees, arising out of or otherwise incidental to your participation in the Event. While participating in the Event, you agree to obey all rules, regulations, and laws of the United States and the state and locality where the Event is held. You agree to obey all rules, regulations and policies of the NEDA associated with the Event. You agree that your violation of the above rules, regulations, laws or policies (as determined in the sole discretion of a NEDA representative) may result in your expulsion from the Event.

In conjunction with NEDA's possible use of my appearance or of materials supplied by me in photos and promotional materials about the Event, NEDA may use my name, likeness, voice, biographical information and the material supplied by me ("Biographical Information") for the purposes of advertising, publicity, fundraising and promotion associated with the Event. I understand that NEDA will own any such photos or materials from the Event that may include my Biographical Information and will have the right to use and reuse, modify, adapt and create derivative works of them.

I have read and fully understand the above. If registering on-line or via fax, my on-line or facsimile signature shall substitute for and have the same legal effect as an original form signature.

Participant represents that she/he is executing this agreement voluntarily.

PLEASE PRINT Name of Participant or Guardian: _____

Signature: _____ Date _____



The Day of the Walk

We want you to have a blast the day of the walk! Aside from fundraising, there is so much more you can contribute to the Walk.

What You Can Expect On The Day Of The Walk

- When you first arrive at the walk site, you will need to go to the Check-In/Registration table and either check in (if you have already registered) or register (fill out a day of walk registration form).
- After checking in, turn in any donations you have received for your participation for the walk, or any donations you'd like to make yourself.
- An opening ceremony, to celebrate your participation in the NEDA Walk.
- Fun Activities! Most Walks will have various activities to participate in the day of the walk, like decorating walk t-shirts, entertainment, and guest speakers.
- The walk itself! This will be very relaxed. Think of it as a stroll through the park (because that's what it is)!
- A closing ceremony, to thank you for your continued support of NEDA and participation in the walk. Some closing ceremonies may have guest speakers, prizes or other activities. So stay til the end if you can.

Helpful Tips

- This isn't a competition, so just enjoy the walk. It's like a walk in the park... ☺
 - Yet another reason to form a Walk Team – enjoy the company of your friends, loved ones, and everyone else who supports the mission of NEDA.
 - Remember – you are the reason NEDA exists! Be proud of your accomplishment of bringing awareness in your local community to the mission of NEDA to raise awareness of the dangers surrounding eating disorders and the need for early intervention and treatment.
 - Don't forget to tie your shoes!
-



Fundraising For A NEDA Walk

Fundraising Tips

- The best way to get a donation is to ask for a donation!
- Don't get discouraged by someone saying no! Keep asking other people and businesses. You may hear no a hundred times before you hear one yes, but that one yes may be a \$1,000 yes!
- Get started early! The earlier you start raising money, the more time you will have to reach your goals and exceed them.
- Use all forms of communication to ask! In person, email, social media, etc.
- Be positive and upbeat when you ask!
- Ask anyone and everyone you know to support your participation! Family (mom, dad, brother, sister, aunt, uncle, cousin, grandparents), church members, coaches, teachers, bankers, contractors, florists, vendors, dry cleaners, doctors, dentists, veterinarians, etc. Don't be afraid to ask!
- Write fundraising letters to everyone you know. Include the offline donation form with each letter. Be Persistent! Follow up each letter with a phone call a week later.
- If you are a part of a team, hold a team fundraiser. Do a bake sale, car wash, garage sale, ask a restaurant to donate proceeds from a night, etc.
- And again, don't get discouraged!!!

Raise \$200 in 10 Days!

Day #	Who To Ask	Total
1	Personally contribute \$20 yourself	\$20
2	Ask your significant other to donate \$20	\$40
3	Ask your parent(s) to donate \$20	\$60
4	Ask a friend to donate \$20	\$80
5	Ask a co-worker to donate \$20	\$100
6	Ask your supervisor or employer to donate \$20	\$120
7	Ask a neighbor to donate \$20	\$140
8	Ask another friend to donate \$20	\$160
9	Ask a business owner to donate \$20.	\$180
10	Ask another family member to donate \$20	\$200

Form a Team!

- Why go it alone? It's much more fun to do a NEDA Walk with all of your friends and family!
- It makes the fundraising easier as well.
- Do a team fundraiser! You can do a car wash, have a restaurant night, do a bake sale, etc.

Matching Gifts

- Most large corporations and businesses have a matching gift program, where the company/business matches the donation given by employees. Encourage your donors to check in with their Human Resources Department to see if their employer matches their donation! This can double their donation(s)!

Ways to Ask

- **The Face-to-Face Ask**

Highest on the fundraising “ladder of effectiveness” is a request for support in person. Your chances for success are greatly enhanced by making a request face-to-face. This is especially helpful for those you are closest to (family members or friends) or those you know the least (such as businesses). It is hardest to say “no” to someone’s face! Use email and letters for those larger groups of people you would not otherwise ask.

- **Phone Calls**

Second on the fundraising “ladder of effectiveness” are phone calls. Phone calls are best for family members and close friends who live far away. Sometimes this works best also for business owners whom you cannot speak with directly.

- **Writing Campaigns**

Convio Emails

- When you register for a NEDA Walk, you are set up with a Convio account, where you can keep track of donations you’ve received, see who has donated, and send out emails to everyone you know.
- As soon as you register, import your email address book into Convio and send out an email to everyone you know announcing your participation in a NEDA Walk and to support you if they can.

Letter Writing Campaigns

- One of the most effective ways to raise money for your walk and reach as many people (who might want to register and become a participant themselves!) is through a letter writing campaign.
- Tell a sincere story that comes from your heart.
- Once you’ve written your letter, make as many copies of it as you need and send it out to everyone you know:
 - Family members, friends, coworkers, community members, vendors, businesses etc.
 - Don’t be afraid to ask! It can be daunting to ask someone for money, but do remember that this is for a charity! And most people love giving to a good cause. Plus they get a tax write off! They’re just waiting for you to ask!
- Not sure where to start? Not sure how to write a fundraising letter?
 - Enclosed in this participant packet are two sample letters to get inspiration from.
 - You may use the enclosed NEDA Walks Letterhead as well, to make your fundraising letters more official.
 - The first example is more personal, perhaps more appropriate with people close to you, and the second example provides more information about NEDA and our mission. This letter may be best for local businesses and people you do not know well.

Again, don’t be afraid to ask, using any of these methods. Use a multi-pronged approach. If someone does not respond to an email, for instance, you can also follow up with a phone call and/or letter. (Emails can get lost in spam filters or full inboxes).



Samples & Forms

- Sample Fundraising Letter 1*
- Sample Fundraising Letter 2*
- NEDA Walks Offline Donation Form

*Please note that these letters are just examples and must be changed to be personal to you. **Please tailor them to your own experiences.



Sample Letter 1

Dear _____,

Three years ago my sister (*brother, friend, I...*) went into treatment for an eating disorder after a long struggle. The truth is, she was so sick, we weren't even sure if she would come back alive. But, here she is today a college graduate with a new job and a whole new healthy life.

In the throes of her illness, my entire family was thrown into chaos. Everything that we did had to be put on hold until we convinced her of the importance of seeking recovery. It was touch and go for a long time. However, we learned that eating disorders are real illnesses, not lifestyle choices – and that it wasn't her fault or ours.

Because I want to help other families get through this difficult experience, this year I will be participating in the NEDA Walk in *City, State*. Your contribution will support the National Eating Disorders Association's mission to raise awareness of the dangers surrounding eating disorders and the need for early intervention and treatment. NEDA has a Helpline that acts as a lifeline to those seeking support, treatment and information. They also have toolkits for parents, teachers and coaches, an annual conference and many other programs and services. So, your contribution will go to a really important cause that is close to my heart.

Please visit nedawalks.org, where you can find my personal NEDA Walk page, register for the event yourself, and/or donate to support my participation in the event. My fundraising goal for the Walk is \$_____, and with your help I know I can reach it! You can donate online or you can send in a check (payable to NEDA) with the enclosed offline donation form to: **NEDA, 165 W 46th Street, #402, New York, NY 10036**. Please write the city of the walk and my name on the memo line of the check!

Love,

YOUR SIGNATURE
YOUR NAME

National Eating Disorders Association
165 West 46th Street, Suite 402, New York, NY 10036
212-575-6200; walks@nationaleatingdisorders.org
501(c)(3); Tax ID #: 13-344882



Sample Letter 2

Dear Friend,

As many as 30 million Americans struggle with eating disorders (anorexia, bulimia, binge eating disorder, and Other Specified Feeding or Eating Disorder (OSFED)). In spite of the unprecedented growth in the past two decades, eating disorders research continues to be under-funded, insurance coverage for treatment is inadequate, and societal pressures to be thin remain rampant.

I'm writing to ask you to support the National Eating Disorders Association (NEDA) in a NEDA Walk in our community. I hope that you will join me and other walkers to raise awareness about eating disorders and funding for NEDA, the leading organization in the United States working to fight eating disorders promote early intervention and treatment.

Your participation and support goes a long way!

- \$1,000: Provides one full day of Helpline services and NEDA Navigator support
- \$500: Sponsors a NEDA Conference Scholarship to one family member or student
- \$250: Provides support materials for dissemination for NEDA Navigators
- \$100: Supports one educational webinar
- \$50: Sends Educator Toolkits and information packets to 2 schools
- \$25: Supports NEDA internship and volunteer program

You can register for any NEDA Walk now at www.nedawalks.org. Please consider starting a walk team or contributing to my team. Be sure to tell your family, friends, classmates, coworkers, and members of your local community to come walk and fundraise with us!

Thank you for your time and support.

Sincerely,

Walk Date: _____

Walk Location: _____

National Eating Disorders Association
165 West 46th Street, Suite 402, New York, NY 10036
212-575-6200; walks@nationaleatingdisorders.org
501(c)(3); Tax ID #: 13-344882



NEDA Walk Offline Donation Form

*Please use this NEDA Walk donation form for all offline contributions.

*Please fill out all requested information to ensure accurate appropriation of the donation to the correct local walk and walk participant, as well as accurate acknowledgement.

Support me as I participate in the NEDA Walk!!

My Contribution is Sponsoring: _____
(Walker's Name)

Walk Location: _____
(City & State)

Donor Information

Donation Amount: _____

*Please make checks payable to "NEDA" or "National Eating Disorders Association."

*Please **DO NOT** staple money to this form! The check or cash will tear when removed.

Cash: ____ Check: ____ Credit Card: Visa/Mastercard/Amex
(Circle One)

Cardholder Name: _____

Credit Card Number: _____

Credit Card Expiration Date: _____ Security Code: _____

Signature: _____

Donor/Business Name: _____

Donor Address: _____

City: _____ State: _____ Zip: _____

Donor Phone Number: _____

Donor Email Address: _____

THANK YOU FOR YOUR CONTRIBUTION!

Please make checks payable to "NEDA" or "National Eating Disorders Association."

Mail this form and your donation to:

National Eating Disorders Association
165 W 46th Street, Suite 402
New York, NY 10036