



Art, Wine & All That Jazz
October 2, 2010



July 16, 2010

Dear Local Restaurant,

My name is Courtney Arzu and I am the event coordinator at the Workhouse Arts Center. I would like to formally invite you to participate in this year's Second Annual *Art, Wine & All That Jazz* Festival at the Workhouse **October 2, 2010**. *Art, Wine & All That Jazz* combines the diverse arts of the Workhouse, Virginia wineries, and incredible jazz performances at the Workhouse into one great event. This year we are adding a new element by matching local restaurants with Virginia wineries to create exciting food and wine pairings. For those restaurants or food vendors not interested in pairings we will be offering individual food tents to create dining options for our Festival attendees.

Art, Wine & All That Jazz combines the diverse arts of the Workhouse, Virginia wineries and incredible jazz performances into one great event. The festival follows in the footsteps of many historic performances at the Workhouse. During the 1950s and 1960s, the Workhouse Quad was the setting for regular concerts by musical stars such as Frank Sinatra, Duke Ellington, Johnny Hodges, Louis Armstrong and Ella Fitzgerald. This year, the Workhouse will welcome back a few favorites along with a range of new and exciting talent!

We are looking to host 10 to 15 restaurants for the day long festival. If you are interested in pairing with one of the wineries, or if you already a standing relationship with a winery, please let us know. We will have Workhouse artist demonstrations, Kid Zone, and merchant tents. Last year's event saw 2,000 people and we expect to grow this year.

If you are interested in this opportunity please contact me at courtneyarzu@lortonarts.org or I can be reached by phone at (703)584-2917

We look forward to hearing from you!

Thank you,

Courtney Arzu
Events Coordinator
Workhouse Arts Center



Art, Wine & All That Jazz

2010 Restaurant Application/Agreement



Fifteen (15) restaurants will be accepted to participate in the event. Space is limited, please reserve now! Event hours are 11am – 9pm. Restaurants will open between Noon and 1pm and shut down at 8pm.

Contact

Name: _____

Restaurant:

Address: _____

City: _____ **State:** _____ **Zip** _____

Phone: _____ **Fax:** _____

E-mail: _____

Website: _____

Art, Wine & All That Jazz agrees to:

- Provide space at the festival in a 10'x10' space with one (1) 6' tables, two (2) chairs and access to electricity OR a 10'x 20' tent with two (2) 6' tables, two (2) chairs and access to electricity.
- Provide two (2) complimentary admission tickets for each day in addition to exhibitor personnel passes.
- Include accepted restaurants on all promotional, advertising and PR efforts
- Provide ice for purchase at a reasonable price
- Provide a site plan, prior to the event, showing the location of each winery and restaurant
- Handle all ticket sales
- Provide for proper ID checking prior to admission and the application of hand stamps or wristbands for all patrons 21 years of age and older
- Will be responsible for event public security, health and sanitary facilities.

Restaurant Vendors agree to:

- Include with application: \$350 for 10' x 10' space OR \$450 for 10'x 20' space.
- Provide own health licenses and permits.
- Follow all VA health and safety rules for food service.
- Provide the Lorton Arts Foundation with 10% of proceeds from food sales.
- Provide the Lorton Arts Foundation with requirements for power and water supplies.
- Arrive prior to 10am Saturday, October 2nd for set-up; Option to set up earlier on Friday, October 1st.

- Participate in cooperative promotion of *Art, Wine & All That Jazz* through:
 - o Inclusion of *Art, Wine & All That Jazz* event information in all relevant promotional mailings, newsletters and e-mails.

- Collecting and reporting of the 5% Virginia Sales Tax is the responsibility of the Exhibitor.
- The festival will not be postponed or cancelled due to bad weather.
- The Lorton Arts Foundation reserves the right to deny any application without explanation.
- All exhibitors and assistants must follow all Festival Rules (see attached).
- The Lorton Arts Foundation, The Workhouse Arts Center and contracted workers are not responsible for or liable for accidents, loss, theft or claims resulting from exhibitor's participation. Exhibitors are fully responsible for protection of their property and for securing their tent and displays.

Check here if you are interested in Winery and Restaurant pairings or have a partnership of your own

Make Checks payable to: **Lorton Arts Foundation**

Or: Credit Card info: Visa MasterCard

#: _____

Exp Date: _____ Amount Tendered: (check one) \$350.00 or \$450.00

Signature _____
(I authorize the above transaction)

DEADLINE: Application must be received no later than September 10th, 2010.

By signing this contract you agree to the terms set forth, including payment by the deadline of September 10th, 2010. If payment is not received by this date, inclusion cannot be guaranteed.

Restaurant name: _____ **Authorized Lorton Arts Foundation Representative:** _____

Signature: _____ **Signature:** _____

Date: _____ **Date:** _____

APPLICATION CHECK-LIST:

- Completed & Signed Application Restaurant Fee



Art, Wine & All That Jazz 2010 Festival Rules



The event will take place rain or shine. ID checked at gate. Admission wrist bands must be worn at all times. Patrons under age 21 are required to be accompanied by adult parent or legal guardian. Outside food, beverages, (including bottled water), coolers, glassware, corkscrews or wine openers are not permitted. Alcoholic beverages may not be brought into the Festival. Alcoholic beverages served by the Festival must be consumed on site. Wine purchased for off-site consumption may not be opened or consumed on site. All Virginia State Liquor Control Board regulations, laws & permits and City of Lorton and Fairfax County regulations will be followed. No pets. Only certified medical animals & guide dogs are allowed. Audio/video recording of music is prohibited. Festival security reserves the right to remove any party from the Festival for any reason. No refunds, no rain checks. The Festival does not discriminate against any person for any reason.

A General Admission ticket does not include complimentary beverages or food. Beverages (wine, soda, bottled water, etc.) and food are all purchased separately. Remember: no outside food or beverages allowed.

The Festival has plenty to hear, see, savor and taste—so come early...hear world-class music by national and internationally acclaimed jazz artists; sample great wines; see the outstanding artists; and savor some tasty food. Enjoy!