



Chesterfield County Chamber Presents  
**“A Celebration of the Vine”**  
Wine Festival Winery Regulations

- 1) Unless otherwise notified, the Chesterfield County Chamber Wine Festival will take place at the Chesterfield County Government Complex located at 9800 Government Center Parkway, Chesterfield, Virginia 23832 on Saturday, April 17, 2010 rain or shine.
- 2) The event is scheduled from 11 a.m.–6 p.m. Vendors must staff the booth at all times during the festival. Booths may be set up on Friday afternoon (4/16) between 5 p.m.–7 p.m. or Saturday morning beginning at 7 a.m. Booth preparation must be completed, inclusive of the removal of any vehicles, by 10:00 a.m. No vehicles are allowed on the grounds for take down prior to 6 p.m. on Saturday.
- 3) Space is limited. Application will be reviewed for acceptance by festival vendor committee and notified of acceptance. All fees must accompany the attached registration form. Checks should be made payable to the Chesterfield County Chamber Commerce, 9330 Iron Bridge Road, Suite B, Chesterfield, VA 23832. If you are not accepted, your check will be returned immediately. Subletting space to another vendor is prohibited.
- 4) **The Space Fee for the festival is \$175 for a single booth and \$250 for a double booth. A \$150 allowance will be paid to each participating winery against tasting invoices.** In addition, any vendor desiring to have the festival rent a tent for them may do so at application rates noted, subject to availability from sub-contractor.
- 5) Subletting space to another exhibitor is prohibited. Wineries are expected to furnish their own display racks and any other items required for their display. The Wineries participating are solely responsible for bringing any additional items to protect them from the weather. **Wineries are responsible for bringing their own tables, chairs, and tent unless rented for them by the Wine Festival.** The Chesterfield County Chamber Wine Festival only furnishes the space. **If you intend to rent tents, tables, and/or chairs from Chamber,** all rentals must be indicated on the application and payment included with the completed registration form. Each vendor is required to have insurance, at the time of application, covering participation in event. Wineries must have remote permits filed and be prepared for a visit and inspection from an ABC Officer. It is the vendor’s responsibility to adhere to all State and ABC rules and regulations regarding the sale of alcoholic beverages.
- 6) Perimeter security guards will be provided for Friday night, however, the Chesterfield County Chamber of Commerce (CCCC) and Chesterfield County Chamber Wine Festival are not responsible for loss of inventory or loss or damage to work or other property of vendors and/or participants.
- 7) Any vendor displaying advertising signs over 8 feet must take them down in the event of inclement weather. This will help ensure your tent and the surrounding tents are not damaged during a storm. In addition, no signage/promotion, etc. may reflect the logos of alcoholic beverage other than wines sold at the Festival. You may not display items not approved for sale.

- 8)** Each vendor is responsible for keeping the area in and around vendor's space neat and free of rubbish, including the discarding of wine bottles, seals and corks. Wineries will be assessed a \$50 post-event clean-up fee if their area is not left clean. Vendors are responsible for water casks for glass rinsing if desired.
- 9)** Vendor employees or contract associates of any kind, participating in booth activities must have appropriate "ID" to show at entrance gates for admittance.
- 10)** Vendors are responsible for collection of Virginia State sales tax and maintenance of applicable required documentation.
- 11)** There will be no refunds given for spaces once you have been accepted as a participant in the Chesterfield County Chamber's "A Celebration of the Vine."
- 12)** Pets are not allowed on the festival grounds. No alcoholic beverages other than those purchased at the festival are permitted. Any item displaying profanity or discriminatory symbols, words, etc. is strictly prohibited.
- 13)** To enable winery staff the opportunity to sample other wines at the festival, CCCC will provide each winery with two tickets and two wine glasses on the day of the festival. Additional tickets for winery staff are available in advance at a cost of \$10 per ticket with a limit of 10 tickets per winery. Please indicate your order on the registration form. Your tickets and wine glasses can be picked up at the volunteer tent at the event entrance.
- 14)** Wineries must send in their list of volunteers two weeks prior to the event. Volunteers must report to the volunteer tent to receive their non-taster wristbands and location of your booth to gain access to the event.
- 15)** The Chesterfield County Chamber will provide a limited supply of ice to each winery.



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Wine Festival Miscellaneous Items

**a)** Should the Chesterfield County Chamber of Commerce cancel the Wine Festival for any reason, this agreement shall be null and void as of date of said cancellation, and the vendor and Chesterfield County Chamber of Commerce shall release each other from any and all further obligations whatsoever. Should the Chesterfield County Chamber of Commerce cancel the event prior to the festival date, the vendor shall be entitled to receive a full refund of the commercial booth space fee. In the event of a cancellation due to elements beyond the control of the Chesterfield County Chamber of Commerce, such as, but not limited to, inclement weather, floods, riots, insurrections, acts of government bodies and the like, no refund will be due to the vendor.

**b)** Upon execution of this agreement and as a part of the consideration hereof, vendor agrees to indemnify and hold the Chesterfield County Chamber of Commerce, and all of the Chesterfield County Chamber of Commerce officers, directors, sponsors, employees and agents, harmless from any and all debts, accounts, suits, cause of action, actions, proceedings, claims, liabilities, demands and judgments, which may include, but are not limited to all costs, expenses, damages and attorney’s fees, arising out of, by reason of, or in connection with any act or failure to act by vendor’s agents, invites, employees, representatives or servants in the activities contemplated by this agreement, in connection with the failure of any apparatus, equipment or personal property used by vendor in the activities contemplated by the agreement, or in connection with vendor participation in the Chesterfield County Chamber Wine Festival. **The vendor agrees to provide a certificate of insurance covering participation in the event with application in the amount of \$1 million.**

**c)** This agreement contains the entire understanding of the parties with respect to the matters contained herein. The agreement may not be modified, except by the writing signed by both parties. This agreement supersedes all prior communications or agreements, whether written or oral, relating to Chesterfield County Chamber Wine Festival.

**d)** Any problems encountered with festival attendees should be immediately reported to festival management.