



10th Annual Reston Multicultural Festival

Demo Tents Application and Guidelines

Festival Operating Hours:
Saturday, Sept. 25, 2010
11:00 a.m. to 5:00 p.m.

Application Deadline
Friday, July 30, 2010

Notification of Selected Organizations
Friday, August 13, 2010

Overview of Demo Tents

The Reston Multicultural Festival takes place at the Lake Anne Village Center. There will be designated places available along the water at the Lake Anne Plaza for cultural organizations to share activities and information about their organization and culture to the Reston Multicultural Festival audience. The organizations and activities should reflect authentic traditions and forms of specific cultures. These can include activities specific to a particular religious orientation but should not be used to proselytize or overtly promote any one faith over another. The organization is expected to provide a hands on activity for festival attendants to participate in.

The organization acknowledges that the Reston Multicultural Festival is a family-oriented event and agrees that any material will be suitable for all ages and free of any content that would be inappropriate for a diverse, multicultural and multigenerational audience.

Assignment of Times and Locations:

The Multicultural Planning Committee will make the decision on what organizations are permitted to participate. Those decisions will be final.

Organization Name: _____

Organization Address: _____ Zip _____

Phone _____ Fax _____ email _____

County or Culture represented: _____

Activity: _____

By signing, the organization agrees to the Demo Tent Guidelines and will abide by their requirements.

Signature of Authorized Representative: _____

Printed Name of Above _____ Date _____

Please return completed and signed application and guidelines by July 30, 2010 to:
Robert Arguinzoni, Adult Programs Director, Reston Community Center
2310 Colts Neck Road, Reston, VA 20191 703-390-6159 FAX 703-476-8617
Robert.arguinzoni@fairfaxcounty.gov



Reston Multicultural Festival Demo Tents Guidelines

1. Organizations must be present for the duration of the Festival and not leave their booth unattended. .
2. Organizations are responsible for delivery, handling, and set up and take down of their own displays. A very limited number of hand trucks will be available for use on first come, first serve basis.
3. Organizations agree to keep their space clean during and after Festival hours. Storage beneath draped tables is permissible.
4. Organizations shall not anchor or affix anything to tent walls, pavement or any other part of the plaza.
5. Organizations shall observe all fire and safety regulations. All booth materials shall comply with local fire regulations.
6. No alcohol, smoking, or vendor-owned pets are permitted in the Demo Tent area. An exception is made for Seeing Eye dogs and/or animals that provide support for the handicapped.
7. Organizations' booths must not interfere with or obstruct from view any adjacent exhibit spaces or aisles. Tables may not be moved outside of the tents.
8. Organizations and their members agree to exhibit professional behavior at all times during the show and bear all expenses due to damages caused by their actions. Failure to comply with these rules and agreement terms, or to cooperate with the show staff and exhibitors, may be grounds for removal from the show and may jeopardize future participation.
9. Organizations will set up inside a designated 10' x 10' tent, which will include two 6' by 2.5' tables and 4 chairs for use for their activity and materials.
10. Booth spaces will be available for set up beginning at 7:30 a.m. and must remain open until 5 p.m.
11. The Reston Multicultural Festival Planning Committee, their representatives, agents and/or staff will not assume responsibility for any booth or organization materials. If desired, exhibitors must obtain their own insurance, at their own cost.
12. The Organization recognizes that there are some inherent risks to participating in certain programs/activities and, accordingly, agree to hold the Reston Community Center, its Board of Governors, staff members, volunteers, harmless from any and all liability for property damage, harm or bodily injury which may result from my participation. The Organization acknowledges that they have been advised to carry my own insurance while participating in this program
13. Booth space is limited to the organization and members to whom it is assigned. Organizations may not sublet space to anyone else.
14. Any items that could be construed as weapons, by design or misuse, are not permitted.

Signature of Authorized Representative: _____

Printed Name of Above _____ Date _____