



**WINE &
WREATH**

WINE TASTING &
WREATH MAKING
AT RASSAWEK VINEYARD

Wine & Wreath Winter Vendor Application

November 17-19 & 24-26 & December 1-3, 2023

at Rassawek Vineyard, Columbia, VA

Please Complete Both Pages and Either:

Email the Vendor Application and Request and Invoice for Online Payment

to april@rassawek.com or Mail Packet and Check to:

Rassawek Vineyard, 6276 River Road West, Columbia VA 23038

Name:	
Business Name:	
Address:	
City, State & Zip Code:	
Website:	
Mobile Phone:	Email:

Type of Vendor:	
Vendor - 10'x10' space: \$100 per weekend fri-sun	<input type="checkbox"/> November 17-19
	<input type="checkbox"/> November 24-26
	<input type="radio"/> December 1-3

Please initial each item below:	
<i>If I am accepted as a vendor,</i>	
<input type="checkbox"/>	I understand that the producers of the Rassawek Vineyard will determine my booth's location.
<input type="checkbox"/>	I understand that no space-sharing or subletting is permitted, nor can I assign the contract to another party.
<input type="checkbox"/>	I understand that I am responsible for bringing extension cords, ice, potable water, tables, chairs, as needed for your booth.
<input type="checkbox"/>	If approved, I understand that my booth rental fee cannot be refunded 30 days before the event.
<input type="checkbox"/>	I will submit 2 or more photos of my booth set-up & the items I plan to sell.
<input type="checkbox"/>	I will sell only the items listed on my application and approved by the Rassawek Vineyard, If I sell additional items not listed, I will be asked to remove them from display.
<input type="checkbox"/>	I understand that the Rassawek Vineyard does not carry insurance to cover my personal property and that I store and display my products and belongings at my own risk.
<input type="checkbox"/>	I understand that, as an independent contractor, I will be responsible for reporting sales tax directly to the State of VA.
<input type="checkbox"/>	I have read the Rassawek Vineyard guidelines and agree to abide by them.

RISK AND LIABILITY	
<p>The undersigned (You) agrees that Rassawek Vineyard is not liable for property damage, bodily injury, theft or loss as a result of the actions or negligence of You or third-parties. You should carry appropriate insurance coverage for you, your employees and volunteers as You deem necessary. You agree to indemnify, defend, and hold free and harmless Rassawek Vineyard and each of its members, agents, servants, employees, officers, and directors, from and against any and all actions, claims, liabilities, assertions of liability, losses, costs, and expenses including, but not limited to, attorney's fees, reasonable investigative and discovery costs, and court costs, which in any manner may arise or be alleged to have arisen, or resulted, or alleged to have resulted, from the presence, activities, and promotions of any nature or otherwise of You, Your agents, servants, or employees, including, but not limited to, claim or claims for bodily injury or death of persons, and for loss of or damage to property. Further, You agree to abide by the guidelines for participation, as listed in the Rassawek Wine & Wreath Requirements and all policies and guidelines developed by the Rassawek Vineyard planning committee. You understand that failure to follow these regulations can mean expulsion from this year's or future festivals.</p>	
SIGNATURE	DATE

Describe what you intend to sell at Wine &Wreath:

Do you require electricity: Yes No
<i>If yes, describe what equipment will need power, as specific as possible to include voltage required or special requirements.</i>

Will anyone be assisting you during the Wine & Wreath? Yes No
Names:
As a vendor participant, list other festivals/events attended including year and city/state:

Hours/Operation: Friday-Sunday:
10am to 6pm
Wine & Wreath is a rain or shine event.

Set-up Times:
Friday: November 17th, 8am-10am
Friday: November 24th, 10 am-12pm
Friday: December 1st, 8am-10am

2023 Wine & Wreath Winter November 17-19 & 24-26 & December 1-3, 2023		Applications are Due November 3rd, 2023 MAIL TO:
	<i>Signed 2 page Application</i>	RASSAWEK VINEYARD 6276 River Road West Columbia VA 23038 QUESTIONS: email: april@rassawek.com
	<i>Photographs of booth and products</i>	
	<i>Include Vendor fee payable to: Rassawek Vineyard</i>	



Vendor Requirements Rassawek Wine & Wreath Winter

November 17-19 & 24-26 & December 1-3, 2023
at Rassawek Vineyard, Columbia, VA

Application Process

- Applications are due November 3rd, 2023.
- Applicants must submit with application a minimum of two (2) color photos of your booth set-up looks like and what you are demonstrating or selling; these will not be returned.
- Applicants must complete and sign applications, submit the vendor fee.
- The Rassawek Vineyard committee will review your application and get back to within a week of receiving your application to let you know if you are accepted to sell your work at the Wine & Wreath Event.
- Rassawek Vineyard will select a location for your booth, under a tent with sides, near the pavilion.
- Each vendor will need to supply their own tables, chair.
- Failure to meet vendor fee deadlines may result in forfeiture of booth space.
- **Vendor Fee**
\$100.00; 10' x 10' space, per weekend.
Cancellation policy: 75% of fee will be refunded if notification is received more than 30 days from event date. I understand that my booth rental fee cannot be refunded after that.

Hours/Operations : 10am-6pm

Wine & Wreath is a rain or shine event.

November 17-19 & 24-26 & December 1-3, 2023

Friday-Sunday: 3 wreath sessions per day:
guest attendance ranges from 300-350 per weekend.

Set up times:

Friday: November 17th, 8am-10am
Friday: November 24th, 10 am-12pm
Friday: December 1st, 8am-10am

Vendors must be set up and be operational to the public according to times listed on application.

Application Requirements

- **All handcrafted items that are for sale must be created by the artist/vendor.** This is a show for artists and craftsmen and not a show for commercialism or dealers.
- If approved for participation and acceptance, Rassawek has the right to promote your involvement as necessary but without guarantee.
- Images and artwork submitted in the application may be used on our website to promote your exhibit. All images will be associated with name of artist or exhibitor.
- Vendors must carry business general liability insurance for their protection. The COI should list Rassawek Vineyard, Nov. 17-19 & 24-26 & Dec. 1-3, 2023 at Rassawek 6276 River Road West Columbia VA 23038
- Food vendors are required to have a temporary food establishment application and permit on file for Wine & Wreath with Goochland County Health Department. If you have questions regarding the health department's requirements, please contact Jeanelle Rogers at 804-556-5843. Download the Temporary food establishment application online.
- Compliance with all local Health Department and Virginia Department of Agriculture and Consumer Services (VDACS) regulations is the responsibility of the vendor.
- Vendors wishing to sell cheese and other dairy products, meats and baked goods must comply with VDACS regulations. Contact the VDACS Food Safety Program at 804.786.3501 for assistance.
- Vendors are responsible for state and federal taxes. For assistance, check out the Virginia Department of Taxation website: www.tax.virginia.gov
- Vendors may not trade or switch spaces, or set up in any other location.
- The layout of the Wine & Wreath is subject to change year to year depending on site conditions.
- Drinking alcoholic beverages in your booth is prohibited.
- The Festival's insurance will not cover personal property, so vendors should obtain their own insurance.
- For the safety of the attendees, all personal vehicles are NOT ALLOWED to move onto or within the site during the hours of 9am-6pm.