



County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

18th ANNUAL RESTON MULTICULTURAL FESTIVAL



2018 ENTERTAINMENT GUIDELINES

FESTIVAL DESCRIPTION

The Reston Multicultural Festival is a celebration of the diversity and community spirit that is found in Reston. This annual event brings together the people of Reston to celebrate our rich medley of cultures. It should be understood by the Applicant that Performances, Arts & Crafts items, Food Vendor items and Community Organization activities should reflect authentic traditions of a specific country or culture. These can include performance styles, items or activities specific to a particular religious orientation but should not be used to proselytize or overtly promote any one faith over another. It should also be understood by the Applicant that the Reston Multicultural Festival is a family-oriented event and any material performed, sold or presented will be suitable for all ages and free of any content that would be inappropriate for a diverse, multicultural and multigenerational audience.

FESTIVAL INFORMATION

Date & Operating Hours: Saturday, September 22, 2018 (Rain or Shine)
11:00 a.m. to 6:00 p.m.

Festival Location: Lake Anne Plaza
1609-A Washington Plaza
Reston, VA 20190

APPLICATION PROCEDURE

Send completed application and any support materials:

By Mail: 2018 Reston Multicultural Festival c/o Kevin Danaher
Reston Community Center
2310 Colts Neck Road
Reston, VA 20190

By Email: kevin.danaher@fairfaxcounty.gov

By Fax: 703-476-8617 Attn: Kevin Danaher

Support Materials:

All applications must include sufficient documentation to thoroughly illustrate the performance content, the cultural orientation of the performance and the nature of the performing group; i.e. a school, church, individual, club or other type of group. Documentation can include CDs, demo DVDs, videos, links to websites or YouTube, photos, letters from other events or venues, brochures and/or similar material. Submitted materials will not be returned.

Auditions:

Due to a lack of demand for auditions on the part of applicants for the past several years, there will not be any auditions for 2018. All applications will need support materials detailed above. This decision may be reconsidered in future years if we find that there is a demand for auditions.

(continued)

Reston Community Center
2310 Colts Neck Road
Reston, Virginia 20191
703-476-4500, TTY 711 • 703-476-8617 fax
www.restoncommunitycenter.com



SELECTION AND NOTIFICATION

Application Deadline

Friday, June 8, 2018

Notification of Selection

Monday, July 9, 2018

A completed application and requested materials must be received by the deadline of Friday, June 8, 2018. Applications will be reviewed by the Festival Entertainment Committee, who will select which performance groups will be part of the Festival. Specific time assignments will be negotiated with each entertainer and **MUST** be adhered to without exception.

AT THE FESTIVAL

EQUIPMENT & PERSONNEL (PROVIDED BY FESTIVAL):

The Reston Multicultural Festival will provide the following stage equipment and support personnel:

Staging suitable for the performance to include:

- Stages: Performances will be scheduled to take place outside in front of the Washington Plaza Baptist Church (World Stage) and in the Global Café area (Global Stage) Stages will have approximate dimensions of 24' wide x 20' deep x 2' high, covered by a tent. There will also be a smaller performance area on the floor inside RCC Lake Anne Jo Ann Rose Gallery that is approximately 16' wide by 12' deep.
- Outside stage surfaces are suitable for dance with the understanding that all dancers are performing with shoes. No guarantee is made as to the stage floor condition; no dancer will be permitted to perform without shoes or if they must, will perform at their own risk. The performance surface inside the RCC Lake Anne Gallery is carpet with a very short nap.
- Sound system with CD player, iPod/MP3 compatible cable, microphones with assorted stands, direct boxes, related amplification equipment and speakers to include monitors for performers.
- Sound system operator
- Stage Manager and technicians to assist with setup and breakdown of entertainer equipment
- Master of Ceremonies to introduce Entertainers

EQUIPMENT (TO BE BROUGHT BY THE ENTERTAINER):

Please provide a list of the number of people performing, the number of support staff and a list of the equipment you bring with you. Please provide a diagram of your setup and description of what you will be doing on stage (see application).

CALL TIME:

Performers are required to arrive at a specified time, not earlier or later, to maintain a comfortable flow in the backstage areas. Selected performers will receive directions and check-in information with agreements. Entertainers should arrive ready to perform. There will be holding areas near the stages. Holding areas may be shared with other performers. There will be shared dressing rooms with mirrors, tables, chairs, and clothes racks inside RCC Lake Anne for those groups not able to arrive ready to perform. Details on dressing room schedules will be determined at the time of confirmation and agreement execution.

LENGTH OF PERFORMANCE and SETUP/BREAKDOWN:

Performances will be approximately 20-45 minutes in duration, excluding setup and breakdown. Setup and breakdown time allowances shall not exceed 15 minutes for each.

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COPYRIGHT:

The entertainer accepts sole responsibility for any and all applicable copyright, royalty, and/or licensing requirements associated with this engagement.

REMUNERATION:

Performers may be offered a nominal fee to be paid upon completion of contractual obligations.

GROUP PROMO:

If your group has CDs, posters and/or other appropriate promotional materials they would like to sell at the festival, we must know ahead of time. There will be an area available for you to conduct sales. You will need to be responsible for sales operation and cash bank if needed. This information should also be on a promo index card, which will be provided, so the emcee can make an announcement regarding sales and materials. Sales are limited to 15 minutes immediately following the performance.

AGREEMENT TO TERMS AND INDEMNIFICATION

Kevin Danaher, Reston Community Center Community Events Director, will be on site and available throughout the Festival. Should an emergency situation occur during the Festival, you will receive instructions appropriate to the situation as to proper procedures in suspending your performance and/or evacuating the stage area.

A performer/organization's (and/or its performing members or support staff) failure to comply with any of the terms and conditions stated above shall constitute an automatic termination of this agreement, whereupon the performer/organization will immediately remove all equipment and items from the Festival site.

PLEASE NOTE: Please do not make changes to this paragraph. Participation in RCC programs is contingent on all the following conditions. I recognize that there may be risks in participating in programs and activities being offered by Reston Community Center ("RCC"), and I understand that RCC strongly recommends that any person participating in any such program or activity should be covered by insurance while participating in any such program. By my signature below, I acknowledge and agree that RCC, the Governing Board of RCC, the Board of Supervisors of Fairfax County, the employees of RCC and Fairfax County, together with the volunteers assisting RCC and the County, are protected against claims for liability by the doctrine of sovereign immunity, and I agree to hold such entities and persons harmless from any and all property damage or bodily injury that may result from my participation. I also agree to hold the volunteers, employees and governing boards of event host Lake Anne of Reston, A Condominium, and event co-sponsor Reston Association, harmless from any and all liability for property damage, harm or bodily injury which may result from my participation. I recognize that employees of RCC and/or the County may take and edit photographs and/or video tapes of RCC programs for either archival or public relations purposes. By my signature below, I acknowledge and agree that any such photographs and/or videos are the property of RCC and/or the County, that any such photos and/or videos may be used in the publications of RCC and/or the County without compensation to me, and that any such photos and/or videos may be subject to the Virginia Freedom of Information Act and other applicable laws. Finally, by my signature below, I acknowledge and agree to the RCC refund and cancellation policy.

Reston Community Center shall be under no liability for failure to perform the requirements of this Agreement in the event that such failure is caused by, or due to, acts or regulations of public authorities, civil tumult, strike, epidemics, or other acts of God.

Signature of principal contact

Performer/Organization Name

Printed name of above

Date

Please keep a copy for your records and return a signed copy no later than June 8, 2018 to:

Reston Multicultural Festival 2018/RCC,
Attn: Community Events Director
2310 Colts Neck Road
Reston, Virginia 20191
Inquiries: 703-390-6166 or kevin.danaher@fairfaxcounty.gov

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