



County of Fairfax, Virginia

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

2025 RESTON MULTICULTURAL FESTIVAL ENTERTAINMENT GUIDELINES & APPLICATION

FESTIVAL DESCRIPTION

The Reston Multicultural Festival is a celebration of the wealth of diversity and cultures found within Reston and the region. The day features artistic performances, storytelling, demonstrations of cultural traditions and the selling of quality wares unique to a culture. The Reston Multicultural Festival is a family-oriented event and any material performed, sold or presented must be suitable for all ages and free of any content that would be inappropriate for a diverse, multicultural and multigenerational audience.

FESTIVAL INFORMATION

Date: Saturday, September 20, 2025 (Rain or Shine)
Operating Hours: 11:00 a.m. to 6:00 p.m.
Festival Location: Reston Town Center, 11900 Market St, Reston, VA 20190

APPLICATION SUBMISSION

Completed application and any support materials:

By Mail: 2025 Reston Multicultural Festival
c/o Asjah Heiligh
Reston Community Center
2310 Colts Neck Road
Reston, VA 20191

By Email Via Docusign

RCCOFFSITE@fairfaxcounty.gov

**Application must be postmarked no later than June 6, 2025.*

Required 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.

SELECTION AND NOTIFICATION

Application Deadline
Friday, June 6, 2025

Notification of Selection
Monday, June 23, 2025

A completed application and required support materials must be received by the deadline of Friday, June 6, 2025. Applications will be reviewed by the Offsite & Collaboration Department, who will select which applicants will perform at the Festival. Specific time assignments will be negotiated with each performer and MUST be adhered to without exception.

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



Details of Performer/Organization			
Performer/Organization name:			
Contact Person:		Country/Culture:	
Address:			
City:	State:	Zip:	Phone:
Website:		Email:	
# of Performers:	# of Staff:	Performance duration:	
		Fee Requested:	

Details of Performance		
<p>On a separate sheet, please describe the nature of your proposed performance. Be sure to include a diagram showing what your staging or presentation will look like. Clearly explain how your activity relates to the multicultural theme of the event. ATTACH HERE</p>		
<p>Social Media – please provide social media handles. If selected to participate, your organization may be tagged in RCC posts.</p>		
Facebook:	X:	Instagram:

EQUIPMENT & PERSONNEL PROVIDED BY THE FESTIVAL

- The Festival will provide stages. The dimensions and location of the stages will be communicated to selected performers. Stage surfaces are suitable for dance performances 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 Festival will provide audio system with CD player, iPod/MP3 compatible cable, microphones with assorted stands, direct boxes, related amplification equipment and speakers to include monitors for performers.
- Festival personnel will provide an emcee to introduce performers, audio system operators, stage managers and technicians to assist with setup and breakdown of performer owned equipment.

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. There will be holding areas near the stages and these will be shared with other performers. Entertainers should arrive ready to perform. For those groups not able to arrive ready to perform, there will be shared dressing rooms with mirrors, tables, chairs and clothing racks. Details on dressing room schedules will be determined at the time of confirmation and agreement execution.

PERFORMANCE DURATION AND SETUP/BREAKDOWN

Performances may range from 20 to 45 minutes in duration, excluding setup and breakdown. Setup and breakdown time allowances cannot exceed 15 minutes for each operation.

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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.

PERFORMER PROMOTION:

If the performer has CDs, posters and/or other appropriate promotional materials they would like to sell at the festival, the Reston Community Center 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

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 Reston Town Center Association, 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 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.

I am authorized to sign on behalf of the business below, and by my signature attest that I have read, understand and agree to all terms above:

Signature of principal contact

Organization/Business Name

Printed name of above

Date

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