



2019 Fall Festival Weekend Medium (FORD) Pavilion Rental Package

Terms & Conditions

1. Groups without reservations are welcome at the Fall Festival every day. See coxfarms.com for tips on organizing group visits without reservations.
2. There are no discounts for large groups, chaperones, etc. Everyone aged 2 years and older who enters pays the same admission price.
3. 2019 Weekend Pavilion Rental Packages are available September 21-22, 28-29, October 5-6, 12-14, 19-20, 26-27 and November 2-3. The Medium (Ford) space includes 6 tables and is best suited for a group size of approximately 40-50 people.
4. A Medium (Ford) Pavilion Rental Package includes:
 - a. Admission tickets for up to 40 people (If your group includes more than 40 people, you will need to purchase additional admission tickets) *(also see 7 below)*.
 - b. Reserved use of the Fall Festival Ford Space for the hours of 11am – 3pm, with the option to purchase up to 2 additional hours of reserved time *(also see 10 below)*.
 - c. The option to leave prepaid admission tickets and a Prepaid Guest List at our Customer Service Booth *(also see 8 below)*.
 - d. The option to purchase Cox Dollars and other extras to add convenient hospitality to your event *(also see 9 below)*.
5. Reservations. Weekend Group Reservations must be made through our Reservations department (reservations@coxfarms.com or by phone 703.830.4121). Availability is limited, so please book early.
6. Payment:
 - a. Initial Booking Payment: An initial payment of \$200 is required in order to reserve the Ford pavilion space.
 - b. Balance due: Payment in full is due 30 days prior to the event date, to confirm your reservation. Once the initial payment of \$200 has been made, the balance due for a Medium (Ford) Pavilion Rental Package on a Value weekend date (Nov 2-3) requires payment of \$440.00. The balance due for a Regular weekend date (Sept 21-22 and 28-

29) requires payment of \$600.00. The balance due for a Peak weekend date (Oct 5-6, 12-14, 19-20, 26-27) requires payment of \$800.00.

Payments are fully refundable in line with Cox Farms' policies (*also see 11, 12, 13 below*).

7. Additional Tickets. The Medium (Ford) Pavilion Rental Package includes 40 admission tickets. Additional admission tickets may be pre-purchased at the time of booking, or may be purchased any time online, by telephone or at the Fall Festival. Unused additional tickets are fully refundable in line with Cox Farms' policies (*also see 11 below*).
8. Guest Check-in.
 - a. Check-in with us. Prepaid tickets can be left at the Customer Service Booth with a guest list; we will take care of checking in your guests. An alphabetical list of guests, along with specific instructions regarding guests who are not on the list, will be provided by the organizers of the Group to the Customer Service Booth prior to the start of the event.
9. Hospitality.
 - a. Cox Dollars. Cox Dollars for the group may be arranged ahead of time or may be purchased on the day of the event at check-in. Cox Dollars may be used to purchase food and drinks at concession stands throughout the grounds. Unused Cox Dollars are fully refundable in line with Cox Farms' policies (*also see 11 below*).
 - b. Light fare. The addition of Cox ala carte food/drink items (cold cider, kettle corn, donuts, etc.) may be arranged ahead of time or may be purchased on the day of the event at check-in. Guests must provide their own ice, if needed.
 - c. Bring your own. Weekend Groups are welcome to provide their own food and beverages (*open flames, including sternos, and alcohol are not permitted*). If ice is needed, guests are responsible to bring their own.
10. Event timing.
 - a. Set up & clean up. The Medium (Ford) Pavilion Rental Package includes use of the Ford pavilion space from 11am-3pm. This time-frame is to encompass set-up and clean-up, both of which are the responsibility of the group hosting the event.
 - b. Additional time. Groups may select to purchase up to two extra hours of reserved time for an additional \$55.00/hour. Additional time can be added to, or removed from, the reservation at any time from the initial booking and up to 48 hours prior to the event date.
11. Full Credit for Unused Additional Tickets. Unused additional admission tickets (tickets purchased **beyond the 40 admissions included in the Ford package**) and unused Cox Dollars may be returned to Customer Service by 6pm on the day of the event for full refund/credit. If payment was made by credit card, this card must be present for the credit to be processed. If payment was made by company check, Cox Farms will issue a refund check to the company within ten business days.
12. Rain Policy. If the Fall Festival does not open on the scheduled event day due to rain (or for any other reason), then the Weekend Group may reschedule or get a full refund. If the Fall Festival is forced to close during the event due to rain (or for any other reason), then the Weekend Group can get rain checks, in line with Cox Farms rain policy.
13. Cancellation. If the Weekend Group cancels their Fall Festival visit up to 28 calendar days before the scheduled event, they are entitled to a full refund. If a cancellation is made between 14 and 27 calendar days before the scheduled event, a refund is made minus the \$200 initial booking payment. If cancellation is made with less than 14 days' notice prior to the scheduled event, no refund is made.

14. Liaison. To facilitate communications and ensure a successful event, the Weekend Group will appoint a liaison for all Fall Festival matters on the day of the event. The liaison should be someone attending the event; their cell phone number should be provided upon check-in at the Customer Service Booth, prior to the start of the event. Cox Farms will appoint a customer service manager with overall management responsibility for servicing the Ford pavilion area.
15. Other policies. All Cox Farms Fall Festival policies apply to Weekend Groups including: No pets, No weapons, No alcohol, No unaccompanied children under 14. Please review our FAQs: <https://coxfarms.com/info/faqs/>.
16. Variation. Any variation from these standard Terms & Conditions must be agreed in writing by the Weekend Group and by Cox Farms in advance of the scheduled event.
17. Decorations. Tablecloths, balloons, centerpieces are permitted. The Ford pavilion space includes 6 tables only; guests may bring an additional folding table. Maximum of one banner (3'x6' or smaller) and two signs may be hung facing **IN** the Ford pavilion. No yard signs may be posted.
18. Signed agreement. The person representing the Weekend Group will initial and sign a copy of the Terms and Condition and submit it with the Initial Booking payment.

Questions?

Reservations@coxfarms.com

Or leave a voice message for Reservations at 703 830 4121