



Restaurant Table Agreement



**2nd Annual Newport WineFest at the Newport Yachting Center:
August 19 – 21, 2011**

- 8 x 8 Booth
- One 6 ft. skirted table
- Ice & Cleaning Service
- Standard electric
- Company Identification Sign
- Company Logo & 50 word description in official Program guide
- **Note:** We recommend charging anywhere from \$3.00 - \$6.00 per plate. You will be able to retain **77%** of the proceeds after taxes and fees.
- Link to your website on newportwinefest.com
- Two Credentials
- Two Grand Tasting weekend passes
- Preferred exhibitor rate at hotels
- Discount ticket rate for the Friday evening event, Waterfront Grand Cru and the Celebrity Chef & Champagne Brunch Events, based on availability.

Company: _____

First Name: _____ Last Name: _____ Title/Position: _____

Mailing Address (no PO boxes please): _____

City: _____ State: _____ Zip: _____ Email: _____

Phone: _____ Cell Phone: _____ Fax: _____

Alt. Contact: _____ Phone: _____ Email: _____

Website: _____

Table Information

**Table Package: \$400.00 Early Registration Fee on or before May 6, 2011
\$500.00 starting May 7, 2011**

Total # of Tables: _____ Table Price: \$ _____ Total Cost: \$ _____

If you will be selling food at the event, please fill out the attached product inventory form.

Payment Information

**Checks: make checks payable to 360 Marketing & Events and mail along with a copy of this form & contract terms to:
360 Marketing & Events, Attn: Diane Mancini, P.O Box 422, Westbrook, CT 06498**

Credit Card: MC _____ VISA _____ AMEX _____

Credit Card Number: _____ Exp. Date _____

Name as it appears on card: _____

THIS AGREEMENT MUST BE ACCOMPANIED BY TWO CERTIFICATES OF GENERAL LIABILITY INSURANCE

A Certificate of General Liability must name 360 Marketing & Events, LLC at P.O. Box 422, Westbrook, CT 06498 and Historic Wharves Associates, Inc. at 4 Commercial Wharf, PO Box 550, Newport, RI 02890. Both certificates need to be in the amount of 1,000,000/2,000,000 minimum liability coverage and must include the event name and event dates.

Please email to dmancini@newportwinefest.com or fax attn: Diane Mancini at 860-838-6402

**PLEASE SIGN THE ATTACHED CONTRACT TERMS & EMAIL to Diane Mancini at
dmancini@newportwinefest.com OR FAX BACK TO: 860-838-6402 attn: Diane Mancini ALONG WITH THIS
REGISTRATION FORM**

For questions, email dmancini@newportwinefest.com or call 860-985-5515



Menu Offering Items

Please list menu items to be offered at you Table

Registered Table Name: _____

Marketing Name: _____
(Marketing name will appear on all of your collateral marketing materials and signage)

Menu Item(s) (please type or write legibly, we will use this for your menu signage)	Ticket Charge (\$3 minimum/\$6 maximum)
1) _____	_____
2) _____	_____
3) _____	_____

Helpful Information When Planning your Menu (Item(s)):

Food Quantity:

Approximately 1,200 –1,400 tasting-size portions of each item (600 – 700 portions per day). This amount is a suggestion only meant to be used as a guideline when preparing your menu. As the event gets closer we will update you on portion suggestions if it is needed.

Pricing:

You are free to price your offerings as you wish. Depending on quantity and value, we suggest most items be priced between \$3 and \$6. Guests will purchase tokens in \$1.00 increments. Please keep in mind that your restaurant will receive will 85% of food sales and 15% goes to the Newport WineFest.

You will be provided with:

6-foot banquet table	Standard Electricity
Table Identification Signage	Receptacle for token collection
Table Menu Signage and Pricing	

In Addition

A staging/preparation area will be available including:

Refrigerator and Freezer	Hotboxes
Prep Tables	Hand Sinks

VERY IMPORTANT: PLEASE HAVE YOUR MENU ITEMS IN BY MAY 30, 2011.

EMAIL: Diane Mancini at dmancini@newportwinefest.com or fax Attn: Diane Mancini at 860-838-6402.

If you have any questions, please call Diane Mancini at 860-985-5515