



FACT SHEET FOR WINE PARTNERS

Fine Wine & Food Festival and Silent Auction To Benefit Strawberry Banke Museum

Sign up by: June 1
Event license by: July 9
Certificate of insurance, list of wines: August 9
Event Date: Saturday, September 9, 2017

Time: Grand Tasting 5:00-7:30 pm
VIP Tasting 4:00-7:30 pm
2 pm – 3 pm: On-Site delivery and set-up.
4:00 pm: Wine service starts.
7:30 pm: all pouring must stop.



Where: Strawberry Banke Museum — a 10-acre site at 14 Hancock Street in Portsmouth, NH 03801.
What: Fine wine and food walk-around tasting plus silent auction in Strawberry Banke Museum's historic neighborhood and gardens.

Format:

- Vintage & Vine hosts more than 1,000 people at this fundraising event each year.
- Each food and wine service location at Strawberry Banke Museum will feature one of the Seacoast's best restaurants and a New Hampshire winery or distributor.
- Finger food provided by area restaurants will be served at each house from 4:00-7:30 pm.
- Wineries or wine distributors with staff will offer dozens of wines to taste.
- A main tent will feature a silent auction including trips, tickets, food and wine-related items.

VIP:

- VIP guests may enter and tour the Grand Tasting at 4:00 pm; a separate VIP tent will also be open. A special ticket is required for entrance to this area.
- To host a table in the VIP tent all wines on offer must be \$35 in value and up.

Star Chefs:

- Four chefs from the region's best restaurants will be featured in the center of the grounds. These featured chefs will be actively grilling food to be served to guests.
- To host a table with our STAR chefs all wines must be between \$20 and \$40 in value.

Benefits for Wine Partners:

- 1,000 event participants from around the region will sample your wines and get a chance to talk about your offerings.
- Your name will be included in online promotions, press releases, and event marketing efforts.
- Ticket holders **will** be able to order wines while they are at V & V.
- **New this year:** each participating wine partner will receive 2 free General Admission tickets to Vintage and Vine, plus member discounts on VIP tickets.
- Vintage & Vine 2016 raised over \$65,000 to support Strawberry Banke Museum's preservation efforts, education programs and community outreach.

What You Provide:

- 1 to 2 oz pours of a variety of your wines for 1,000 attendees.
- A list of the wines you will be bringing must be sent to Strawberry Banke by August 9.
- The name of your insurer and certificate of insurance, also by August 9.
- Signage for your table identifying what you are serving, we will provide one sign for each participant.
- At least one staff person, licensed to pour. If you need pouring assistance you must notify Strawberry Banke by August 9.
- We are asking all participating wineries and brokers bring to the event one bottle of your choice any value to contribute to a raffle. Any person who orders a case of more of wine will be entered into the raffle.

What We Provide:

- Each restaurant will be partnered with a wine vendor on the museum grounds.
- Should you want to pair your wine with the food served near your set up we will provide contact information of the company located closest to your set-up.
- Each food and wine station will have volunteers available to support set-up, but those volunteers can not pour.
- All participants -- restaurants, wine brokers, auction donors and sponsors -- will be promoted as event partners. Marketing materials include: posters, postcards and programs; print advertising, social media, museum member and past attendee communications and the Strawberry Banke website.
- We will provide two 8' tables, linen, a 10x10 tent, dump buckets, tasting glasses for your staff.
- Wine partners receive 15 lbs of ice, and pitchers of rinse water.
- Hand washing stations located throughout the museum grounds.
- Set-up assistance from museum staff and volunteers. You may drive onto the property for unloading at the Washington Street gate between 2:00 – 3:30 pm.
- Parking is available for restaurant and wine partners in the main parking lot at 14 Hancock St. after unloading via the Washington Street entrance.
- A free trolley service will be provided for guests to and from key destinations in the City of Portsmouth.

To be a **Premier Participant** you must host 6 or more tables (one of which must be VIP.) Benefits of being a premier include:

- your logo on: save-the-date rack cards, Promotional Mailer, poster, website, event program and on highly visible 32" TV monitor in our Visitor Center. Plus company name in all event related emails.
- 4 VIP tickets to Vintage & Vine on September 9, 2017
- Opportunity to display company signage at Vintage & Vine

To be a **Preferred Participant** you must host 3 to 5 tables. Benefits include:

- Your logo on the Promotional Mailer, website, and program. Plus company name in all event related emails.
- 2 VIP tickets to Vintage & Vine on September 9, 2017
- Opportunity to display company signage at Vintage & Vine

1,000 tickets will be sold: 750 Grand Tasting and 250 VIP Tasting

- \$120 VIP Tasting
- \$30 VIP Designated Driver
- \$65 Grand Tasting
- \$20 Designated Driver
- Museum Member tickets are \$100 VIP; \$45 Grand Tasting

Questions: Contact **Alena Shellenbean**, Manager of Special Events, Strawberry Banke Museum
ashellenbean@strawberrybanke.org (603) 828-2979

Each Wine Participant is asked to provide the following information to participate:
Please turn in this form by June 9th

Winery or Company Name:

Contact Person:

Phone Number:

Email:

Number of tables (different areas on campus) you would like to present: _____

Planned offerings:

Staff who will participate

(info provided to NH State Liquor Commission for licensing)

Full Legal Name:

Individual mailing address:

Date and place of birth:

Signature of Contact:

Please Return To:

Alena Shellenbean

Strawbery Banke Museum

PO Box 300, Portsmouth, NH 03802-0300

(603) 828-2979 - ashellenbean@strawberybanke.org

Committee Contact: _____

Thank you for your participation in this food and wine extravaganza and for showing your support for Strawbery Banke Museum's efforts to preserve nearly 400 years of history on the Seacoast! Strawbery Banke Museum is a nonprofit organization under sections 501 (c)(3) and 509(a)(2) of the Internal Revenue Code. Vintage & Vine is a trustee sponsored fundraiser.