DIY Parties

For hosting an unreserved event, or a DIY party, at the Fall Festival or Fields of Fear, our team has outlined a few steps for you to make your party a success.

Prepare Your Guest List

Decide how many of your guests you'll pay for with pre-paid admission tickets. You can pre-pay for as few or as many guests as you'd like. Tickets are only available online and may sell out, so make sure all the tickets you need are purchased in advance.

Remember that everyone aged two years and older, including parents, chaperones and helpers, must pay admission.

Fall Festival - Children must be always supervised, and no one under the age of 14 will be admitted into the Fall Festival without proper adult supervision.

Fields of Fear – Fields of Fear is not recommended for children under 12 years of age. All children under 14 must be accompanied by a parent or guardian.

Buy Your Tickets

Once you determine how many guests will attend, purchase your tickets online. Tickets are *only* available online and it is strongly advised to buy them at least 72 hours in advance as they are limited and may sell out. *Unused tickets are fully refundable*. If your guests will be purchasing their own tickets, please let them know in advance and encourage them to purchase before the day of the event. Buy your online tickets here.

Arrive Early

Fall Festival - Gates open at 10 AM. Tables are first come first serve, you'll want to arrive early enough to ensure you have time to snag a picnic table and set up your cake and decorations. Please note - DIY parties are limited to a maximum of two picnic tables.

Field of Fear – Ticket windows open by 7 PM, gates open at 7:30 PM. *It is highly recommended that you plan to redeem your tickets between 7-7:30 PM to be assigned earlier attraction times*. Tables are first come first serve, you'll want to arrive early enough to ensure you have time to snag a picnic table and set up your cake and decorations. Please note - DIY parties are limited to one picnic table due to limited availability. Also, remember that you can purchase any extra food or drinks once you've arrived and have set up shop.

Use a distinctive sign or balloons to identify your table and be sure that you tell your guests to look out for it!

Guest Arrival

If you are purchasing admission for your guests, make sure to plan for how you will handle getting your guests into the grounds. Online tickets come with individual vouchers which can be emailed/forwarded; your guests can redeem them at any ticket booth upon their arrival. You could also redeem all the vouchers when you arrive and then meet your guests at the entrance to distribute admission bands as they show up. Cox Farms will not manage guest lists or check in your guests; if you have a few stragglers who will be arriving late, you may write their names on their tickets and our Customer Service booth will hold them for your late arrivals.

For Fields of Fear parties, we strongly advise the host to redeem all the tickets upon arrival so the entire party will be able to go through the attractions at the same time.

Additional details

Closing time:

Fall Festival – Closing time is 6 PM, please plan to end your event by 5 PM so you can be packed up, cleaned up and exiting by 6 PM (in November, please plan to end your event by 4 PM as we close at 5 PM).

Fields of Fear – Closing time is 11 PM or when finished your last attraction.

Cox Dollars – Cox Dollars can be purchased online or at any ticket booth upon arrival. Cox Dollars can be used for purchases inside the grounds or for items in the Festival Market. *Unused Cox Dollars are fully refundable*.

Decorations – Centerpieces, balloons, and tablecloths are permitted. Please keep pinatas and tents at home.

Hayrides - If you want your group to enjoy a hayride together, there's no need to plan ahead. Simply get in the hayride line and, once your group reaches the head of the line, tell our hayride staff you want to ride together.

Ice - Cox Farms does not offer or provide ice. If you think you'll need ice, please plan to bring your own.

Information – When you send out invitations to your party, include a link to coxfarmsva.com so that parents can access information & directions. Additionally, make sure your guests have your contact number so they can reach you if needed. If you will be chaperoning a group of children, please tag them with your contact number in case they get separated from the group.

Outside food – Outside food and drink are permitted; no open flames or Sternos. No alcohol is served or allowed on the grounds. Please plan how you will manage your food, drinks, and cake until you're ready to eat as we do not have refrigerator space in which to store them.

Pizza – Nothing says a party like pizza! <u>Pizza and drinks</u> can be purchased from Cox's Kitchen after you arrive.

Re-entry:

Fall Festival - If you're wearing your entry wristband, you may exit and re-enter on the day of your event if you need to go to your car to drop things off or leave for any reason.

Fields of Fear – Re-entry is not permitted. Once you've exited the grounds you may not re-enter.

Refunds for unused tickets – If you purchased too many tickets or had guests who didn't attend, you may request a refund online by logging into your account.

Wagons – You are welcome to bring a wagon or containers to transport your stuff from the parking lot to your tables. Cox Farms does not provide staff to assist guests with escorting, supervising, or fetching food and drinks.

Questions? Please contact <u>reservation@coxfarmsva.com</u> or leave a voice message for Customer Service at 703.830.4121 ex 4