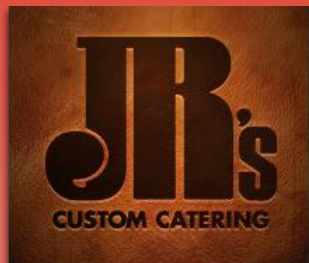


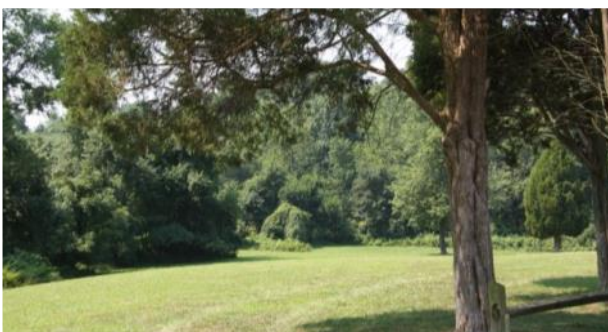


*"JR's Makes
Your
Planning
Fun and
Easy!"*

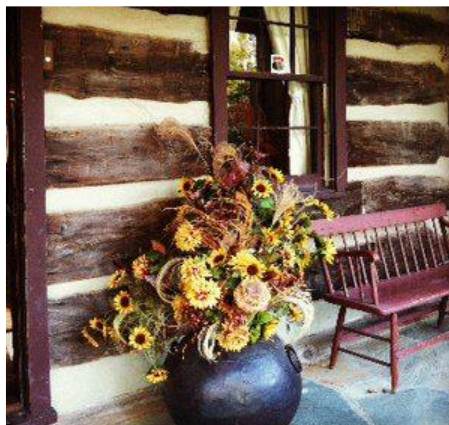


THE FAIRFAX HUNT CLUB

PICNIC PLANNING PACKET



*Enclosed are
lots of helpful
hints and
ideas to make
your event a
success!*



For more information
contact us at
(703) 707-8559
marketing@jrsbeef.com

The Fairfax Hunt Club offers a unique setting for receptions, meetings, parties, teambuilding, picnics and more. The rustic log cabin is equipped with two stone fireplaces and gleaming hardwood floors. An expansive lawn overlooking a beautiful wooded area provides a perfect setting for an indoor/outdoor event.

WWW.JRSCUSTOMCATERING.COM



TABLE OF CONTENTS

History	3
Event Information.....	4
Picnic Policies	5
Picnic Menu	6
Maps.....	9
Event Checklist	10
Picnic Planning Timeline	11
Publicize Your Event	12
Themed Events & Entertainment	13
Sample Invitation	14
Contact Information	15



*“From Simple
to
Sensational....”*





HISTORY



In 1928, on the very same land that George Washington rode to hounds, A. Smith Bowman created the historical Fairfax Hunt Club.

In 1951, The Fairfax Hunt was the recipient, of a gift from the Bowman family. That year, Bowman and his sons, Smith Jr. and DeLong, deeded to The Fairfax Hunt a tract of 10 acres of land on the northern edge of what is now Reston. There the clubhouse was built.

Part of the present clubhouse has a fascinating history. The attractive reception room, the Log House, was discovered quite by chance. A 200-year-old log house that was uncovered beneath a farmhouse on Beulah Road in Vienna, Virginia, serves as the facility's core. Because of its historical significance, the house was carefully dismantled and each log numbered and re-built on its current location. If you look closely, you can still see the numbers on each log.

A main hall with its big stone fireplace was a perfect place for hosting Hunt events. An updated kitchen was added in the 1970s, along with upgraded restrooms and air conditioning. Even today, Hunt Club members still carry on the centuries-old tradition, and use the facility for the breakfasts and other social activities.





EVENT INFORMATION

CAPACITY - Seated Indoor Buffet – 100
Indoor Standing Cocktail Reception – 150
Indoors/Outdoors (seated and standing) -250

Larger groups may be accommodated by the addition of tents, bathrooms, and shuttle service.
We have parking for approximately 90 vehicles.

CLUB HOURS - Rental times available between the hours of 10:00 am–10:00 pm

RENTAL PRICES -

All of the following rental fees are based on a **4 hour event time**. Additional time is \$250.00/per hour.

*During your event, for every hour over your prescheduled rental time an additional \$400 will be charged.

*All events include a base minimum of \$3,000 to be spent on Food & Beverage (before rental, service charge, taxes, and any other fees)

- ◆ **Weekday Corporate Picnics** - (Mon.-Thurs.) \$500 facility rental fee
- ◆ **Weekend Corporate Picnics** - (Fri.-Sun.) \$750 facility rental fee

Special Events are consider anything more than a corporate picnic style event.

- ◆ **Weekday Special Events** - (Mon.-Thurs.) facility rental fee \$750
- ◆ **Weekend Special Events** - (Fri.-Sun.) facility rental fee \$950
- ◆ **Weddings** - ask your event coordinator for details

PLANNING- Our professional event coordinators will make planning your event fun and easy. They will gladly assist and/or make referrals for services and vendors that will enhance your event. **Please notify us of any decoration you plan to add to your event.** (no tacks, pins, staples, or tape permitted on painted/ wood surfaces)

EQUIPMENT PROVIDED -

- ◆ 5' round tables (up to 10) with chairs (up to 80) (indoors)
- ◆ 6' picnic tables with bench seating (10 each) (outdoors)
- ◆ 30' x 40' Large White Tent (backyard)
- ◆ 20' x 40' Large White Tent (backyard)
- ◆ 20' x 20' Large White Tent (backyard)
- ◆ Rectangular tables for food & beverage set up
- ◆ Serving equipment needed for food & beverage menu
- ◆ Disposable plates, cups, utensils, and napkins
- ◆ Additional equipment may be rented



PICNIC POLICIES

BOOKING - To reserve the date/time, a deposit payment must be received within 2 weeks of booking. This includes the facility rental + catering deposit of \$10.00/per person. A confirmation letter will be sent to you requesting the exact amount to be paid to J.R.'s. Custom Catering. The date/time will be placed on a tentative hold from the time of initial contact until we receive a signed copy of the confirmation letter with the deposit.

- ♦ **DEPOSIT IS APPLIED IN FULL TOWARDS THE TOTAL EVENT COST**
- ♦ **A NON-REFUNDABLE DEPOSIT OF 50% OF ESTIMATED EVENT COST IS REQUIRED FOR ALL EVENTS BOOKED WITHIN 30 DAYS OF DATE**

CANCELLATION POLICY -

- ♦ Cancellations must be made 120 days prior to an event to receive a full deposit refund, less \$900 processing fee.
- ♦ Cancellations made between 119 and 90 days of an event will result in the forfeiture of entire deposit.
- ♦ Cancellations made between 89 and 60 days of event will result in the forfeiture of entire deposit, plus an additional \$10.00 per person fee, based on the original estimated number of guests.
- ♦ Cancellations made less than 59 days prior to event will result in the forfeiture of entire deposit, plus an additional 25% of projected final invoice.
- ♦ Cancellations made less than 30 days prior to event will result in the forfeiture of entire deposit, plus an additional 50% of projected final invoice.

Before cancelling we like to make every effort in changing to an alternate date, if applicable, within the same year

CHANGE OF DATE POLICY -

- ♦ Change made between 90 and 31 days prior to event will result in the forfeiture of rental fee; a new rental fee will be applied for new date and is subject to a \$100 processing fee for the change.
- ♦ Change made 30 days or less prior to event will result in forfeiture of rental fee; a new rental fee will be applied for new date and is subject to a \$500 processing fee for the late change.

EXCEPTION – a date change is made within 5 days of original booking confirmation

**** PLEASE COMMUNICATE TO YOUR GUESTS OUR VERY IMPORTANT POLICIES****

ON SITE POLICIES -

- ♦ **No Pets** allowed due to health code policies (Except Service Animals)
- ♦ **No Outside Food or Beverage** to be brought in to the venue.
- ♦ **No Food or Beverage** to be removed from venue.
- ♦ **Alcohol Service Closes One Hour Before End** of Your Picnic Event
- ♦ J.R.'S Promotes Responsible Drinking: Guests Must Be Age 21 or Older to Consume Alcohol, Please Bring ID
- ♦ J.R.'s Reserves the Right to Restrict or Limit Alcohol Served

WEATHER POLICY - **Our Events Take Place Rain or Shine**

If there is a predetermined severe weather event, your event may be postponed to another day. Circumstances will be evaluated between both parties, to ensure the safety of your guests and our staff.

FAIRFAX HUNT CLUB PACKAGE MENUS

PICNIC FEASTS

Prices include disposable cups, plates, napkins, and utensils

THE ALL AMERICAN GRILL

- ◆ HAMBURGERS *GF - Big, juicy 6 oz. burgers with all the trimmings (lettuce, tomatoes, onions, & cheese), served with buns
- ◆ MARINATED BONELESS CHICKEN *GF - our own special marinade, tender and bursting with flavor
- ◆ HOT DOGS - no picnic would be complete without All Beef hot dogs
- ◆ VEGGIE BURGERS - contains rice, mushrooms, and cheese, served with buns *(Please advise number of vegetarian guests)*

COST: Adults \$30.95 Ages 5-11 \$21.95

THE BOUNTIFUL BBQ

- ◆ PULLED BBQ BEEF BRISKET - slow smoked in our wood burning pit with our mouthwatering BBQ Sauce, served with buns
- ◆ MARINATED BONELESS CHICKEN *GF - our own special marinade, tender and bursting with flavor
- ◆ HOT DOGS - no picnic would be complete without All Beef hot dogs
- ◆ VEGGIE BURGERS - contains rice, mushrooms, and cheese, served with buns *(Please advise number of vegetarian guests)*

COST: Adults \$31.95 Ages 5-11 \$22.95

THE WORKS

- ◆ PULLED BBQ BEEF BRISKET - slow smoked in our wood burning pit with our mouthwatering BBQ Sauce, served with buns
- ◆ HAMBURGERS *GF - Big, juicy 6 oz. burgers with all the trimmings (lettuce, tomatoes, onions, & cheese), served with buns
- ◆ MARINATED BONELESS CHICKEN *GF - our own special marinade, tender and bursting with flavor
- ◆ HOT DOGS - no picnic would be complete without All Beef hot dogs
- ◆ VEGGIE BURGERS - contains rice, mushrooms, and cheese, served with buns *(Please advise number of vegetarian guests)*

COST: Adults \$34.95 Ages 5-11 \$25.95

Above Picnic Feast packages are served with:

Veggie Baked Beans (Please advise number)
Baked Bean Trio
Chef's Choice Seasonal Fresh Fruit
Mayo, Mustard, Ketchup, BBQ Sauce, & Relish
Variety of Sodas, Lemonade, Iced Tea and Water



Your choice of three (3) salads:

*Gourmet Redskin Potato Salad *GF*
Vegetarian Pasta Salad
*Homestyle Creamy Coleslaw *GF*
*Tossed Green Salad w/ Ranch & Italian Dressing *GF*
Classic Caesar Salad w/ Caesar Dressing

Upgrade your side salads:

Roasted Potato Vegetable Salad
Lemon Orzo Salad
Cider Coleslaw
Seasonal Spinach Salad
(add \$1.00 for each upgrade choice)

*GF = Gluten Free / *VG = Vegan

*Item may be cooked to order or served raw. Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

*Gluten Free, Vegetarian, or Special Diet Selections may be available upon request * These menu prices are subject to change.*

FAIRFAX HUNT CLUB PACKAGE MENUS

GOURMET GRILLS

Prices include disposable cups, plates, napkins, and utensils

LOW & SLOW COMBO

- ♦ BBQ SPARE RIBS - 1/3 rack of meaty, tender pork ribs, slow cooked and basted with J.R.'s BBQ sauce
- ♦ MARINATED BONELESS CHICKEN *GF - our own special marinade, tender and bursting with flavor

COST: Adults \$33.95 Ages 5-11 \$23.95

MIXED GRILL

- ♦ MARINATED SKIRT STEAK *GF - grilled to perfection, served with Horseradish Sauce or Chimichurri Sauce
- ♦ MARINATED BONELESS CHICKEN *GF - our own special marinade, tender and bursting with flavor
- ♦ JUMBO SHRIMP SKEWERS - basted in our house marinade and grilled just right

COST: Adults \$38.95 Ages 5-11 \$29.95

DELUXE GRILL

- ♦ MARINATED BEEF TENDERLOIN *GF - Bursting with flavor and served with Horseradish Sauce or Chimichurri Sauce
- ♦ MARINATED BONELESS CHICKEN *GF - our own special marinade, tender and bursting with flavor
- ♦ JUMBO SHRIMP SKEWERS - basted in our house marinade and grilled just right

COST: Adults \$41.95 Ages 5-11 \$31.95

Above Gourmet Grill packages are served with:

*Rosemary Roasted Potatoes or Garlic Mashed Potatoes
Seasonal Vegetable Sauté
Tossed Green Salad w/ Ranch & Italian Dressing
Artisan Rolls & Butter
Variety of Sodas, Lemonade, Iced Tea and Water*

Upgrade your sides:

*Au Gratin Potatoes
Cilantro Lime Rice
Country Green Beans
Sautéed Green Beans
Pear & Gorgonzola Salad
Seasonal Spinach Salad
(add \$2.00 for each upgrade choice)*

*GF = Gluten Free / *VG = Vegan

*Item may be cooked to order or served raw. Consuming raw or undercooked meats, poultry, seafood, shellfish or eggs may increase your risk of foodborne illness, especially if you have certain medical conditions.

*Gluten Free, Vegetarian, or Special Diet Selections may be available upon request * These menu prices are subject to change.*

FAIRFAX HUNT CLUB PICNIC EXTRAS

YOU MAY ADD—

Marinated Skirt Steak Sliders (carver required)	\$5.50
Sausages with Grilled Peppers & Onions	\$4.75
BBQ Ribs (2 ribs ea)	\$5.95
Pulled Smoked Pork w/ buns	\$5.95
Pulled Smoked Chicken w/ buns	\$5.95
Napa Valley Chicken Salad	\$4.25
Grilled Shrimp Skewers	\$5.45
Broiled Salmon	\$5.25
Marinated Portobello Mushroom Sliders	\$3.75
Grilled Veggie Kabobs	\$4.50
Seasonal Vegetable Sauté	\$2.95
Grilled Street Corn w/ toppings	\$4.50
Home-style Mac & Cheese	\$3.95
Mac & Cheese Bar w/ toppings	\$5.75
Cucumber, Radish & Onion Salad	\$3.50
Black Bean Corn Salad	\$2.95
Mixed Bean Salad	\$2.95
Summer Heirloom Tomato Salad	\$3.95
Fresh Cubed Fruit Platter	\$150.00

SNACKS—

Jumbo Soft Pretzels (qty. of 50) w/ spicy mustard	\$125.00
Mediterranean 7 Layer Dip w/ cucumber slices & pita chips ..	\$105.00
Vegetable Crudité Platter w/ ranch dip	\$105.00
Cheese Board w/ assortment of cheeses & crackers	\$175.00
Popcorn Station	\$175.00

DESSERTS—

Jumbo Chocolate Chip Cookies	\$1.75
Triple Fudge Brownies	\$1.75
Pineapple Coconut Cake	\$4.50
Grilled Seasonal Fruit w/ vanilla ice cream	\$4.50
Warm Seasonal Cobbler	\$3.25
Southern Banana Pudding	\$2.75
Funnel Cake Station (100 min.)	\$4.95
Ice Cream Sundae Station	\$3.95
Root Beer Float Station	\$3.25
Seasonal Pie Station (2 choices)	\$3.50
Snow Cones Station	\$225.00
Adult Snow Cone Station (w/ purchase of alcohol).....	\$300.00
Cotton Candy Station	\$275.00
S'mores Station (fire-pit rental required)	\$150.00

BEVERAGE ADDITIONS—

Kids Juice Boxes (assorted - 24 ea.)	\$24
Gatorade (12 oz. bottles/ 24 ea.)	\$42
Warm Apple Cider (3 gal.)	\$70
Hot Coffee (reg./decaf - 3 gal.)	\$70
Hot Chocolate (3 gal.)	\$70

ALCOHOL ADDITIONS—

Bottled Beer (24/cs)	\$60 & up
Keg Beer (1/6 or 1/4)	\$160 & up
Wine (1.5 Ltr. btl)	\$24 & up
Lime Margaritas (3 gal.).....	\$375 & up
Sangrias & Spiked Punches (3 gal.)	\$225

SO MANY OPTIONS TO LIST—
ASK YOUR EVENT PLANNER FOR OUR MENU

- ◆ 20% Service Charge and 6% Tax will be applied to all events.
- ◆ Non-alcoholic beverages and snacks served the entire event.
- ◆ Desserts are timed to start towards end of main food service.
- ◆ No outside food or beverages are allowed to be brought on premise. Additionally no food or beverages are allowed to be taken off premise.
- ◆ J.R.'s Custom Catering holds the liquor license for the venue. No additional license is necessary. We do reserve the right to restrict alcohol consumption at any time.
- ◆ All Alcoholic Beverages are removed one hour prior to the end of the event, in accordance with Virginia ABC Laws.

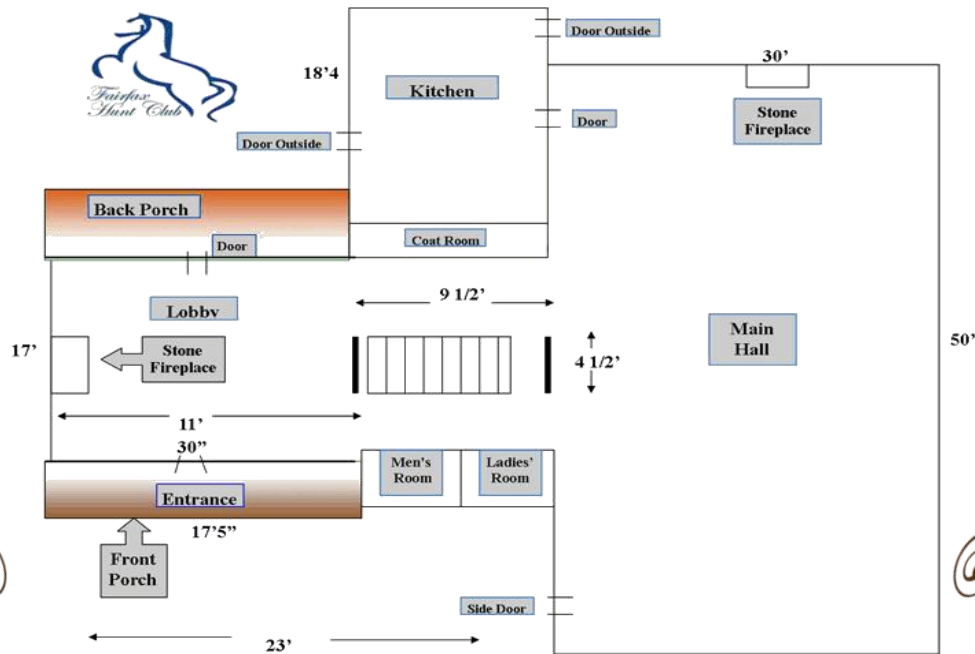
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Gluten Free, Vegetarian, or Special Diet Selections may be available upon request * These menu prices are subject to change.



MAPS

Fairfax Hunt Club Floor Plan



From I-495 Dulles Airport

Take Exit to Dulles (Toll Rd 3.8 miles)
 Take exit toward Hunter Mill Rd./State Rout 674 (Toll Rd. 0.4 miles)
 Turn Left onto Hunter Mill Rd. State 674 (2.1 miles)
 Turn Left onto Baron Cameron Ave. (0.1 miles)
 Take the first Left onto Lake Fairfax Drive
 Destination will be on the right (0.3 miles)
 Turn onto gravel entrance when you see the yellow arrow.

From Tysons Corner

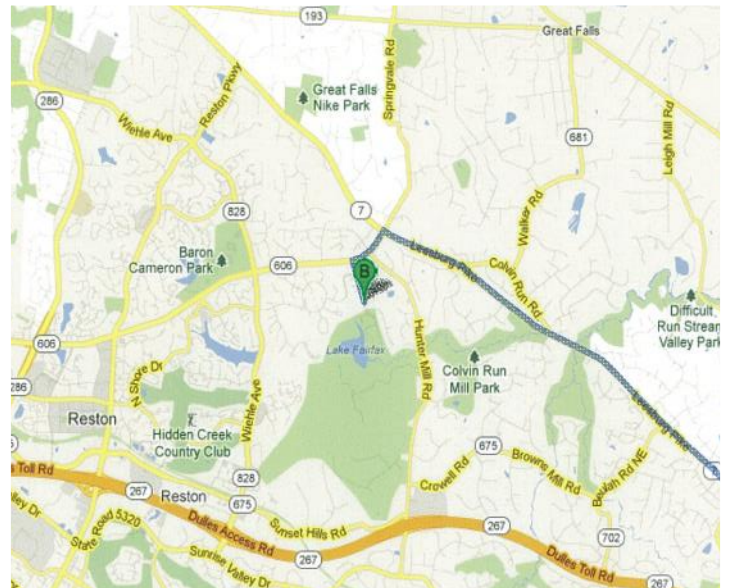
Take Rte. 7 West (6.4 miles)
 Turn Left onto Baron Cameron Ave. (0.3 miles)
 Take the second Left onto Lake Fairfax Drive
 Destination will be on the right (0.3 miles)
 Turn onto gravel entrance when you see the yellow arrow.

From Leesburg

Take Rte. 7 East
 Turn Right onto Baron Cameron Ave. (0.3 miles)
 Take the second Left onto Lake Fairfax Drive
 Destination will be on the right (0.3 miles)
 Turn onto gravel entrance when you see the yellow arrow.

The Fairfax Hunt Club

1321 Lake Fairfax Drive Reston VA 20190





EVENT CHECKLIST



Approximately 4 to 6 weeks prior to your event, an event coordinator will contact you to begin planning.

Planning with us is as easy as 1, 2, 3 .

1

Choose the Menu:

- ♦ Several packages to choose from containing a delicious combination of all the picnic favorites.
- ♦ Customize your menu to fit your theme
- ♦ Add additional snacks and desserts to enhance and compliment your menu.
- ♦ Beer and wine are also available to add to your event.

2

Group Activities & Entertainment:

- ♦ Don't forget . . . Moon bounces, Clowns, DJ'S, Games, Team Building activities, Face Painting & more
- ♦ **Picnics go on rain or shine** so be sure to plan a few activities that don't require a sunny day.

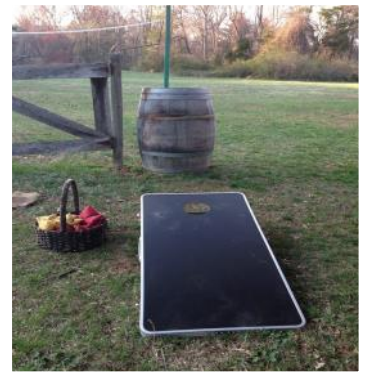
3

Publicize:

PROMOTE, PROMOTE, PROMOTE!!!!

- ♦ Promote your event every chance you get.
- ♦ INVITATIONS ...Use one of the included samples or Create and design your own.





PICNIC PLANNING TIMELINE

4 - 8 weeks prior to your picnic:

- ◆ You can contact your coordinator early to start planning all the details. Otherwise, a planner will contact you to discuss optional menu items, select entertainment, and finalize all the details. You will receive a proposal confirming picnic details; please review, sign and return to us.
- ◆ **Please let your picnic planner know if:**
 - Your group will playing field activities, such as kickball or soccer
 - Your guests will be arriving by bus

21 days prior to your picnic:

- ◆ All details of the picnic must be finalized, including all food and beverage menu additions.
- ◆ All entertainment vendors must be booked.

10 - 15 days prior to your picnic:

- ◆ **We will need your final guarantee guest count:** the number of adults, children aged 5 – 11 and children under 5 who will be attending
- ◆ **You will be billed:** based on the final guaranteed number
- ◆ **An invoice based on your final guaranteed count** will be e-mailed to you.
- ◆ **NO CHANGES** can be made to the menu after this final invoice is sent. If your guest count goes up significantly after you've received the final documents, please contact us immediately and we will make every effort to accommodate. Revisions to the final documents will be made and sent to you promptly.
- ◆ **Full payment is due:** by check on the day of your event. If paying by credit card, it needs to be processed at least 3 days prior to your event. We can send you an authorization form for payment.
- ◆ **If you have contracted entertainment vendors:** a vendor.client service confirmation has already been sent to you. You can use that as an invoice to pay your vendors directly, the day of the event. Each vendor should be paid separately by check. If you wish to pay them by credit card, please reach out to them a week before the event to make arrangements.

On the day of your picnic:

- ◆ **An on-site representative will be there to greet you,** review the day's agenda and answer any questions you may have.
- ◆ **A representative will present a final invoice: Final payment will be requested at this time.**
- ◆ If any adjustments are necessary, the differences will be settled during the following week.
- ◆ Your **entertainment vendors will also ask for payment** based on the vendor.client service confirmation sent to you.
- ◆ If you should leave prior to the end of your picnic, please designate another contact as the representative of your group.

After your picnic:

- ◆ **You will receive a survey:** please take a minute to fill it out and return it to us so we can use your feedback to continue to improve and make your events successful!
- ◆ Connect with us and share your pictures and positive experience on Facebook, Twitter, Instagram, and Yelp





PUBLICIZE YOUR EVENT

Promote your company picnic every chance you get in order to receive optimum participation

Promoting before your event:

- ◆ Start early in promoting picnic activities
- ◆ Give guests our web address so they can check out the great fun that awaits them www.jrscustomcatering.com
- ◆ Use company newsletters, announcements or e-mail to highlight your affair.
- ◆ Use enclosed invitations (sample) or create something unique or send evites
- ◆ Imprint mugs or cups with your picnic date for distribution to employees
- ◆ Have a picnic committee wear T-shirts reminding everyone to "Sign Up"
- ◆ Send announcements of picnic in paychecks, etc.
- ◆ Make a poster with schedule of day's events for display at your picnic site
- ◆ Appoint team captains to organize/encourage field games
- ◆ Remind your guests that they are not allowed to bring pets or outside food or alcohol onto the property. Be sure everyone has address & directions.



During your event:

- ◆ **#jrsevents #fairfaxhuntclub #jrspicnics**
- ◆ Display poster of day's activities at picnic site
- ◆ Encourage company's "shutter bugs" to capture the excitement on film, or plan a photo contest
- ◆ Provide souvenirs of the day with water bottles, cups, T-shirts, mouse pads, etc.

After your event:

- ◆ Include articles and photos in newsletter and company brochures
- ◆ Hang Photos on bulletin boards or post to your company website
- ◆ Answer a short survey so we will learn how to better serve you
- ◆ Reserve your space for next year's picnic



“Create an event with a twist, from casual to upscale”



THEMED EVENTS & ENTERTAINMENT

DECORATING PACKAGES

Starting at \$150

Prices determined by amount of labor required by our decoration committee and décor needed



Available Themes

Spring Fling	Baseball
Fiesta Time	Crazy PoPcOrN!
Hawaiian Luau	Fall Festival
Casino Royale	Murder Mystery
Stars & Stripes	Spooky Haunted
Country Ho Down	Winter Wonderland
Carnival	And many more...



INCLUDED IN YOUR DAY:

Volleyball
Corn Hole
Horseshoes
Badminton
Kickball

For more information
contact us at
(703) 707-8559
marketing@jrsbeef.com

The Fairfax Hunt Club is the perfect venue for teambuilding activities.

Ask about exciting additions such as a DJ, Miniature Golf, Face Painting, Caricature Artists, Balloon Twisters, Bubble Mania and Crafts!

“Ask to see our entertainment packet”



Our Picnic at *THE FAIRFAX HUNT CLUB*

DATE:

TIME:

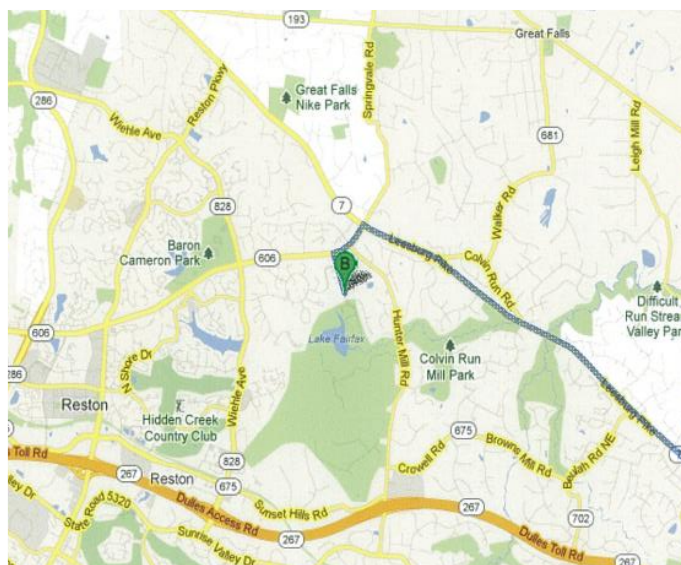
MEAL TIME:

RSVP BY:

Adults _____ Children 5-11 _____ 4 & Under _____

LOTS OF FUN and FOOD—RAIN OR SHINE!!!!!!!!!!

Remember: NO Pets No Outside Food or Alcohol



1321 Lake Fairfax Drive Reston, VA 20910

Destination will be on the right about 0.3 mile after turning on Lake Fairfax Drive. Turn onto gravel entrance when you see the yellow arrow. (If you reach Lake Fairfax, you've gone to far)
Park in the front open grass field.



#jrsevents #fairfaxhuntclub #jrpicnics



CONTACT INFORMATION

The Marketing Office

Phone: (703) 707-8559

Fax: (703) 707-8155

marketing@jrsbeef.com

Website

www.jrscustomcatering.com

Mailing Address

8130 Watson St.

McLean, VA 22102

**Please Support JR's Custom Catering by writing a review
on one of our many social media sites**

Connect with US



#jrsevents
#fairfaxhuntclub
#jrspicnics