



David B. Cohen
Mayor



2010 - Newton CRAFT FAIR GUIDELINES

Please retain this sheet for future reference

Newton Cultural Center
225 Nevada Street
Newtonville, MA 02460
617-796-1540
617-527-8283
fax: 617-527-8233
LPlaut@newtonma.gov
JAnderson@newtonma.gov
www.ci.newton.ma.us

Dear Newton Fair Participant:

The Mayor's Office for Cultural Affairs has scheduled 4 citywide fairs for 2009 in cooperation with the Newton Pride Committee. **There are NO RAINDATES.** All applications are included for your convenience.

1. KidsFunFest Sunday, May 2, 10AM-5 PM – setup time 8AM-9AM
Newton City Hall, 1000 Commonwealth Avenue (Rte. 30)

2. July 4th Market Sunday, July 4th, Noon-Dusk – setup time 9AM-11AM
Russell J. Halloran Sports Complex (at Albemarle Field at Watertown Street (Route 16)

3. Harvest Fair Sunday, October 17, 11AM-5 PM – setup time 7:30 AM-10AM
Newton Centre Green at Langley Rd. & Centre Street

4. November Fine Art and Craft Show – A Juried Show a 2-Day Show
Saturday, November 20, 10AM-5PM & Sunday, November 21, 11AM-4PM
Setup Friday, November 19, 11AM-4PM; Saturday 7:30AM
Newton Cultural Center, 225 Nevada Street, Newtonville

Special rules apply to this fair. Please read application thoroughly. Photos of work and booth setup needed.

Craft Show Rules and Regulations

- Submit no more than three photographs of current work including booth setup to the Fairs Committee for their review. Include a self-addressed stamped envelope for photo and confirmation return. Bring confirmation to each event. Domestic handmade crafts must be hand made by the person attending the Fair. Imported handmade crafts are in the International Craft category. (To achieve a balanced Fair, we reserve the right to limit the number of vendors in each category. We do not offer exclusivity in any category!)
- Complete enclosed application(s) and return with your check(s) made payable to the appropriate sponsor. Include self-addressed stamped envelope for confirmation.
- Booth space approximately 10' x 10' for Fairs 1, 2 & 3. Electricity is not provided for outdoor fairs. Bring your own table, chairs and any other equipment you need.
- Check In Time is listed on each application. Report to Information Tent for booth assignment and location map
- ALL SPACES ARE PRE-ASSIGNED – BRING YOUR CONFIRMATION WITH YOU. If you have not checked in by setup time, your assigned space may be given to someone else and you will be reassigned on a first come, first served basis.
- Booth fees are NOT REFUNDABLE OR TRANSFERABLE TO OTHER FAIRS.
- PLEASE NOTE: THERE ARE NO RAINDATES. On the day of the event, the Committee makes the decision to cancel because of inclement weather. CALL 617 796-1540 or 617 527-8283 for a recorded message if event is canceled or check the Newton Pride website. www.newtonpride.org.



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 www.newtonpride.org



APPLICATION KIDS FUNFEST

No Raindate

Sunday, May 2, 2010
10AM-5PM
Setup 8AM-9AM
Newton City Hall grounds
1000 Commonwealth Avenue (Route #30)
 MapQuest.com to 1000 Commonwealth Ave. Newton

Featuring: Handmade and international crafts, children's activities and crafts; amusement rides and food vendors

Handmade Crafts	Newton Resident		\$65.00
	Non-Newton Resident		\$75.00
	Newton Child under 12		\$15.00
International Crafts	\$145.00	Sand Art	\$145.00
Novelties	\$250.00	Businesses & Institutions	\$300.00
Face Painting	\$ 90.00	Corporate	\$500.00
Newton Non Profit Organization	\$ 25.00		

Please type or print clearly:

Booth Name _____

Contact Person _____

Address _____

City _____ State _____ Zip _____

Telephone _() _____ Cell_() _____

Email _____ please print/type clearly

Description of Craft/Business _____

Do you have canopy or tent? _____ What size? _____ Need grass? _____

Send application with check made payable to **Newton Pride Committee** and send with self-addressed stamped envelope to Fairs, Newton Cultural Center, 225 Nevada St. Newton, MA 02460 for your confirmation. Bring confirmation with you. Any questions – (617) 796-1540, 617 527-8283 or janderson@newtonma.gov

I have read the enclosed regulations and understand all the requirements. I further understand that if the event is cancelled I will FORFEIT MY FEE. If I do not pick up my booth assignment 1 hour before event begins, my spot may be given away and I will be reassigned.

Signed: _____



David B. Cohen
Mayor

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APPLICATION JULY 4TH OPEN AIR MARKET

Sunday, July 4th, 2010
Noon-Dusk
Set-up Time 9:00 AM-11:00 AM
Russell J. Halloran Sports & Field Complex
Albemarle Field off Route 16 (Watertown St.)
MapQuest.com to 687 Watertown St. Newton

Featuring: Handmade and international crafts, children's activities and crafts; amusement rides and food vendors

Handmade Crafts	Newton Resident	\$65.00		
	Non-Newton Resident	\$75.00		
	Newton Child under 12	\$15.00		
International Crafts	\$145.00	Sand Art	\$145.00	
Novelties	\$500.00	Businesses & Institutions	\$300.00	
Face Painting	\$ 90.00	Corporate	\$500.00	
Newton Non Profit Organization	\$ 25.00			

Please type or print clearly:

Booth Name _____

Contact person: _____

Address _____

City _____ State _____ Zip _____

Telephone _(____) _____ Cell_(____) _____

email _____ please print/type clearly

Description of Craft/Business _____

Do you have canopy or tent? _____ What size? _____ Need grass? _____

Send application with check made payable to **Newton Pride Committee** and send with self-addressed stamped envelope to Fairs, Newton Cultural Center, 225 Nevada Street, Newton, MA.02460 for your confirmation. Bring confirmation with you. If you have questions: (617) 796-1540, 617 527-8283 or janderson@newtonma.gov I have read the enclosed regulations and understand all the requirements. I further understand that if the event is canceled, I FORFEIT MY FEE. If I do not pick up my booth assignment 1 hour before the event begins, my spot may be given away and I will be reassigned.

Signature: _____



David B. Cohen
Mayor

APPLICATION HARVEST FAIR



Sunday, October 17, 2010
11AM-5PM

Setup 7:30AM-10AM

Newton Centre Green, Center & Beacon Streets
MapQuest.com to 1188 Centre St., Newton

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www.newtonpride.org

No Raindate

Handmade Crafts	Newton Resident	\$65.00		
	Non-Newton Resident	\$75.00		
	Newton Child under 12	\$15.00		
International Crafts	\$145.00	Sand Art	\$145.00	
Novelties	\$250.00	Businesses & Institutions	\$300.00	
Face Painting	\$ 90.00	Corporate	\$500.00	
Non Profit Organization	\$ 25.00			

Please Type or Print Very Clearly:

Booth Name: _____

Contact Person _____

Address _____

City _____ State _____ ZIP _____

Telephone _____ Cell phone: _____

Email _____ print/type clearly

Description of Craft _____

Do you have Canopy or Tent _____ What size? _____ Needs Grass? _____

Send application with check made payable to **City of Newton** to: Fairs, Newton Cultural Center, 225 Nevada Street, Newton, MA 02460. Please include self-addressed stamped envelope for your confirmation. Bring your confirmation with you. If you have questions: 617 796-1540 or 617 527-8283 or janderson@newtonma.gov

I have read the enclosed regulations and understand all the requirements. I also understand that if the event is canceled due to weather, I FORFEIT my fee. If I do not pick up my booth assignment 1 hour before event begins, my spot will be given away and I will be reassigned.

Signature _____

APPLICATION



David B. Cohen
Mayor

6th Annual

Newton Art & Craft Show



Mayor's Office for Cultural Affairs

2010

A two-day juried exhibition and sale of work by New England's finest artisans

Saturday, November 20, 10AM-5PM
and
Sunday, November 21, 11AM-4PM
MapQuest.com to 225 Nevada Street, Newton

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For a map, please go to: <http://maps.google.com>

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(click on Departments, click on Cultural Affairs)
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General Information

- A jury will select approximately 50 craftspeople
- Objects MUST be of original design and making
- Submit 3 photos or slides of craft/art and ONE OF BOOTH SETUP - this is very important for the aesthetics of the show
- Include SASE for return of photos/slides
- Include **2 checks**: \$10.00 non-refundable application fee and **separate booth fee check** which will be returned if not accepted. Make check payable to **City of Newton**
- Application Deadline: Friday, Oct. 15. You will receive notification re acceptance by Oct. 24.

Booth Space

- Two Days
- \$ 90 for 4x8
 - \$110 for 4x11
 - \$225 for 10x10
 - \$250 for 10x10 corner space

Setup

- Friday, November 19 from 10 am – 4 pm or Saturday, November 20, 7:30 am (ready by 10am sharp)
- Located on first floor
- Ramp accessibility
- Building secured at night
- Park in rear parking lot

Publicity

- Listings in art and craft publications
- Local newspapers and magazine
- Brochure distributed citywide
- Flyers to public schools and stores
- Billboards, A-frames and banners
- Cable announcements
- City of Newton website

Amenities

- Lounge area to relax with coffee
- Volunteers to cover booth if you need a break
- Ample and overnight parking.

Continued . . .

