



2017 - Newton CRAFT FAIR GUIDELINES

Please retain this sheet for future reference

Dear Newton Fair Participant:

The following dates are for the citywide fairs in 2017. There are NO RAINDATES or REFUNDS.

1. Festival of the Arts (Juried)

Saturday, May 13, 10am-5pm. Setup time: 8am-10am
Sunday, May 14, 10am-5pm. Setup time: 8am-10am
Newton Center Green at Langley Rd. & Centre Street

2. July 4 Celebration

Tuesday, July 4
10am-dusk. Setup time: 8am-10am
Albemarle Field, off Rt. 16 (Watertown St.)

3. Harvest Fair

Sunday, October 15, 10am-4:30pm. Setup time: 8am-10am
Newton Center Green at Langley Rd. & Centre Street

4. Holiday Craft Fair (Juried)

One day only: Saturday, December 2, 10am-5pm
Setup time: Friday, December 1 after 5pm, or
Saturday, December 2 from 8am-10am
Newton City Hall
1000 Commonwealth Avenue

CRAFT SHOW RULES AND REGULATIONS

- Submit no more than three photographs of current work including booth setup to the Fairs Committee for their review. 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. You must also sign and send in the **RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT** that comes with the application.
- Booth space approximately 10' x 10' for Fairs 1 - 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 for a recorded message if event is canceled or check the Newton Community Pride website: www.newtoncommunitypride.org

Setti D. Warren, Mayor

Mayor's Office for Cultural Affairs



Newton City Hall, 1000 Commonwealth Avenue, Newton, MA 02459
617-796-1540 • Fax: 617-552-7089 • TDD/TTY: 617-796-1089 • LPlaut@newtonma.gov • JSmith@newtonma.gov
www.newtonma.gov/culture • www.newtonculturalcenter.org



**Newton
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Arts, Culture, Service, Beautification

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Executive Board

President
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Vice President
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Consultants

Linda R. Plaut
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Mayor's Office for
Cultural Affairs
Madelyn Bell
Special Projects

Past Presidents

Stanley Gaffin*
Russell Stein
Steven J. Aronson
*Deceased

A 501 (c) 3 not for
profit organization

APPLICATION
MAY FESTIVAL OF THE ARTS 2017
Saturday, May 13, 10am - 5pm
Sunday, May 14, 10am - 5pm

Newton Center Green, at Langley Rd. & Centre Street.
Mapquest to 1188 Centre Street, Newton
www.newtonma.gov/culture

Juried Artisans only

	May 13	May 14	Both days
Newton Resident	<input type="checkbox"/> \$ 65.00	<input type="checkbox"/> \$ 65.00	<input type="checkbox"/> \$120.00
Non-Newton Resident	<input type="checkbox"/> \$ 75.00	<input type="checkbox"/> \$ 75.00	<input type="checkbox"/> \$140.00
Face Painting	<input type="checkbox"/> \$ 90.00	<input type="checkbox"/> \$ 90.00	<input type="checkbox"/> \$170.00
Sand Art	<input type="checkbox"/> \$ 90.00	<input type="checkbox"/> \$ 90.00	<input type="checkbox"/> \$170.00
International Crafts	<input type="checkbox"/> \$145.00	<input type="checkbox"/> \$145.00	<input type="checkbox"/> \$280.00
Volunteer Non-Profit Organization	<input type="checkbox"/> \$ 25.00	<input type="checkbox"/> \$ 25.00	<input type="checkbox"/> \$ 45.00
Sponsorships	Please call 617-796-1540		

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 Community Pride, signed **RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT**, and self-addressed stamped envelope to:
Fairs, Mayor's Office for Cultural Affairs, Newton City Hall,
1000 Commonwealth Avenue, Newton, MA 02459.

Bring confirmation with you. If you have questions: (617) 796-1540 or jsmith@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. I assure the committee that my products have been designed and made by myself.

Signature: _____

APPLICATION CHECK LIST:

- ___ Check made payable to Newton Community Pride
- ___ RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT
- ___ Photos - even if previous participant
- ___ Self-addressed stamped envelope with appropriate postage

For Craft Vendors

**City of Newton
Mayor's Office for Cultural Affairs**

**RELEASE FROM LIABILITY
AND INDEMNITY AGREEMENT**

In consideration of the City of Newton's permitting me to enter upon and to use its property for the purpose of participating in:

Date of Event _____

I hereby forever RELEASE and covenant to HOLD HARMLESS the City of Newton, a municipal corporation of the Commonwealth of Massachusetts, and its successors, departments, officers, employees, servants and agents, of and from any and all actions, causes of actions, claims, demands, damages, costs, loss of services, expenses and compensation on account of, or in any way growing out of, directly or indirectly, all known and unknown personal injuries or property damages which I/WE may now or hereafter RESULT FROM ANY ACT OR OMISSION RELATED TO MY PARTICIPATION IN THE AFOREMENTIONED

FURTHERMORE, I/WE hereby agree to protect the City of Newton and its successors, departments, officers, employees, servants and agents against any and all claims for damages, compensation or otherwise on the part of said minor growing out of or resulting from injury resulting from my/our participation in programs of the Mayor's Office for Cultural Affairs and to INDEMNIFY, reimburse or make good to the City of Newton or its successors, departments, officers, employees, servants and agents any loss or damage or cost, including attorney's fees, the City of Newton or its representatives may have to pay if any litigation's arise from my/our participation in programs of the Mayor's Office for Cultural Affairs.

Name of Vendor _____

Name of Business _____

Address _____

City _____ St _____ Zip _____

Signature of Vendor _____

Witness _____

Date _____

THIS FORM MAY NOT BE ALTERED



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Past Presidents

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Russell Stein
Steven J. Aronson
*Deceased

A 501 (c) 3 not for
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**APPLICATION
JULY 4TH OPEN AIR MARKET**

Tuesday, July 4, 2017

10am-Dusk

Set-up Time 8am-10am

**Russell J. Halloran Sports & Field Complex
Albemarle Field off Route 16 (Watertown St.)
MapQuest.com to 687 Watertown St. Newton
www.newtoncommunitypride.org**

Handmade Crafts

Newton Resident \$65.00
Non-Newton Resident \$75.00
Newton Child under 12 \$15.00

International Crafts

\$145.00

Face Painting

\$ 90.00

Sand Art

\$ 90.00

Volunteer Non-Profit Organization

\$ 25.00

Educational Institutions

\$300.00

Businesses & Corporations Call 617-796-1540 for rates
Sponsorships Please call 617-796-1540

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 Community Pride, signed RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT, and self-addressed stamped envelope to: Fairs, Mayor's Office for Cultural Affairs, Newton City Hall, 1000 Commonwealth Avenue, Newton, MA 02459.
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Signature: _____

APPLICATION CHECK LIST:

- Check made payable to Newton Community Pride
- RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT
- Self-addressed, stamped envelope
- Photos of craft and booth set-up

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FURTHERMORE, I/WE hereby agree to protect the City of Newton and its successors, departments, officers, employees, servants and agents against any and all claims for damages, compensation or otherwise on the part of said minor growing out of or resulting from injury resulting from my/our participation in programs of the Mayor's Office for Cultural Affairs and to INDEMNIFY, reimburse or make good to the City of Newton or its successors, departments, officers, employees, servants and agents any loss or damage or cost, including attorney's fees, the City of Newton or its representatives may have to pay if any litigation's arise from my/our participation in programs of the Mayor's Office for Cultural Affairs.

Name of Vendor _____

Name of Business _____

Address _____

City _____ St _____ Zip _____

Signature of Vendor _____

Witness _____

Date _____

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APPLICATION
HARVEST FAIR
Sunday, October 15, 2017
10am-4:30pm
Setup 8am-10am

Newton Center Green, Centre & Beacon Streets
MapQuest.com to 1188 Centre St., Newton
No Raindate
www.newtonma.gov/culture

Handmade Crafts	Newton Resident	\$65.00		
	Non-Newton Resident	\$75.00		
	Newton Child under 12	\$15.00		
International Crafts	\$145.00	Volunteer Non-Profit Organization		\$ 25.00
Face Painting	\$ 90.00	Educational Institutions		\$300.00
Sand Art	\$ 90.00	Businesses & Corporations	Call 617-796-1540 for rates	
		Sponsorships	Please call 617-796-1540	

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, and signed RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT, to: Fairs, Mayor's Office for Cultural Affairs, Newton City Hall, 1000 Commonwealth Avenue, Newton, MA 02459. Please include self-addressed stamped envelope for your confirmation. Bring your confirmation with you. If you have questions: 617 796-1540 or jsmith@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 CHECK LIST:

- Check made payable to City of Newton
- RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT
- Self-addressed, stamped envelope with appropriate postage
- Photos of craft and booth set-up

Setti D. Warren, Mayor

Mayor's Office for Cultural Affairs



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For Craft Vendors

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Mayor's Office for Cultural Affairs**

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Name of Vendor _____

Name of Business _____

Address _____

City _____ St _____ Zip _____

Signature of Vendor _____

Witness _____

Date _____

THIS FORM MAY NOT BE ALTERED



2017

11th Annual

NEWTON HOLIDAY CRAFT SALE

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

One day only:

Saturday, December 2, 10am - 5pm

Newton City Hall

1000 Commonwealth Avenue

Newton MA 02459

617 796-1540

Fax: 617 552-7089

www.newtonma.gov/culture

lp laut@newtonma.gov j smith@newtonma.gov

General Information

Acceptance made on a rolling basis

A jury will select approximately 50 craftspeople

Objects MUST be of original design and making

Submit 3 photos of craft/art and ONE OF BOOTH

SETUP - this is important for the aesthetics of the show

Include self-addressed, stamped envelope for return of photos if required.

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

You will receive notification re acceptance by November 13.

Booth Space

4' x 11': \$75. Newton Resident: \$65

Setup

Friday, December 1 after 5pm or

Saturday, December 2, 8am (ready by 10am sharp)

Elevator to first and second floor

Building secured at night

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

(Continued)

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www.newtonma.gov/culture • www.newtonculturalcenter.org



2017 APPLICATION
11th Annual
NEWTON HOLIDAY CRAFT SALE
One day only:
Saturday, December 2, 10am - 5pm

Mail to: Fairs, Mayor's Office for Cultural Affairs,
Newton City Hall, 1000 Commonwealth Avenue, Newton, MA 02459

Last Name _____ First Name _____

Business Name _____

Street _____ City _____ ST _____ Zip _____

Home Phone _____ Work Phone _____

Cell Phone _____ Email _____

Website _____

Media (please check all appropriate categories):

- Jewelry Ceramics Fibre Wood Baskets Ornaments Glass Metal Art
 Photographs Scents Other _____

4' x 11' Booth: \$75. Newton Resident: \$65

Check if electricity (which is limited) is needed

Application check list:

- _____ \$10 non refundable Application Fee Enclosed
_____ Booth Fee check - to be returned if not accepted
_____ Photos enclosed - even if previous participant
_____ Self-addressed, stamped envelope with appropriate postage enclosed

Make checks payable to City of Newton.

Include 2 checks: \$10.00 non-refundable application fee and separate booth fee check which will be returned if not accepted. Make checks payable to City of Newton. Include signed RELEASE FROM LIABILITY AND INDEMNITY AGREEMENT, and self-addressed, stamped envelope for return of photos if required.

I assure the Committee that my products have been designed and made by myself. The Mayor's Office for Cultural Affairs has my permission to use any of the images in promotional materials for the 2017 Holiday Craft Sale.

Signature _____ Date _____

Setti D. Warren, Mayor

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Name of Vendor _____

Name of Business _____

Address _____

City _____ St _____ Zip _____

Signature of Vendor _____

Witness _____

Date _____

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