



2019 - Newton CRAFT FAIR GUIDELINES

Please retain this sheet for future reference

Dear Newton Fair Participant:

The following dates are for the citywide fairs in 2019. There are NO RAINDATES or REFUNDS.

1. July 4 Celebration

Thursday, July 4

Noon – dusk. Setup time 10am – Noon

Albemarle Field, off Rt. 16 (Watertown St.)

2. Harvest Fair

Sunday, October 20, 10am – 4:30pm

Setup time: 8am – 10am

Newton Center Green at Langley Rd. & Centre Street

3. Holiday Craft Fair (Juried)

One day only: Saturday, December 7, 10am – 4pm

Setup time: Friday, December 6 (time TBD), or

Saturday, December 7, 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

Ruthanne Fuller, Mayor

Mayor's Office for Cultural Affairs



Newton City Hall, 1000 Commonwealth Avenue, Newton, MA 02459
617-796-1540 • Fax: 617-552-7089 • Linda Plaut, Director • pgannon@newtonma.gov
www.newtonma.gov/culture



**Newton
Community
Pride**

Arts, Culture, Service, Beautification

Newton Cultural Center at City Hall
1000 Commonwealth Avenue, Newton, MA 02459
Tel: 617-796-1540 Fax: 617-552-7089
www.newtoncommunitypride.org lplaut@newtonma.gov

Executive Board

Board of Directors

President Howard Sholkin
Vice President Barbara Darnell
Treasurer Tom Boyd
Phillip Dawes
Dinny Starr

A 501 (c) 3 not for profit organization

Consultants

Susan Howards

Mayor's Office for Cultural Affairs
Linda R. Plaut
Paula Gannon

**APPLICATION
JULY 4TH OPEN AIR MARKET
Thursday, July 4, 2019
Noon – Dusk
Set-up Time 10am – Noon**

**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	\$75.00		
	Non-Newton Resident	\$85.00		
	Newton Child under 12	\$20.00		
Face Painting		\$ 90.00	Educational Institutions	\$300.00
Sand Art		\$ 90.00	Businesses & Corporations	Call 617-796-1540 for rates
Volunteer Non-Profit Org.		\$ 25.00	Sponsorships	Please call 617-796-1540 or email pgannon@newtonma.gov

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 pgannon@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: _____

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



APPLICATION
HARVEST FAIR
Sunday, October 20, 2019
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	\$75.00		
	Non-Newton Resident	\$85.00		
	Newton Child under 12	\$20.00		
Face Painting	\$ 90.00	Educational Institutions	\$300.00	
Sand Art	\$ 90.00	Businesses & Corporations	Call 617-796-1540 for rates	
Volunteer Non-Profit Org.	\$ 25.00	Sponsorships	Please call 617-796-1540 or email pgannon@newtonma.gov	

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 pgannon@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

Ruthanne Fuller, Mayor

Mayor's Office for Cultural Affairs



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www.newtonma.gov/culture



2019
13th Annual
NEWTON HOLIDAY CRAFT SALE
A juried exhibition and sale of work by New England's finest artisans

One day only:
Saturday, December 7, 10am - 4pm

Newton City Hall
1000 Commonwealth Avenue
Newton MA 02459

617 796-1540
www.newtonma.gov/culture
pgannon@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 16.**

Setup

Friday, December 6 (time TBD) or
Saturday, December 7, 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
City of Newton website

Booth Space

4' x approx. 10': \$85. Newton Resident: \$75

(Continued)

Ruthanne Fuller, Mayor

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www.newtonma.gov/culture



2019 APPLICATION
13th Annual
NEWTON HOLIDAY CRAFT SALE

Saturday, December 7, 10am - 4pm

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: \$85. Newton Resident: \$75
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.

By signing below, 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 my likeness and/or images of my work in promotional materials for the 2019 Holiday Craft Sale.

Signature _____ Date _____

Ruthanne Fuller, Mayor

Mayor's Office for Cultural Affairs



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www.newtonma.gov/culture

For Merchant 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 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 arises 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