

HISTORIC NEW ENGLAND INVITES YOU TO APPLY TO OUR
FINE ARTS AND CRAFTS FESTIVAL(S)

CODMAN ESTATE – Saturday, September 8, 2012, 10:00am – 4:00pm
ROSELAND COTTAGE – Saturday & Sunday, October 13 & 14, 2012, 10:00am – 4:30pm
BOTH SHOWS ARE JURIED

POSTMARK DEADLINE MARCH 31, 2012 FOR ALL APPLICATIONS

CONTACT INFORMATION* (PLEASE PRINT)

*Please note: If you are accepted, this is the information we will use in the promotional materials.

NAME: _____

BUSINESS NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____ PHONE: _____

E-MAIL: _____ WEBSITE: _____

EMERGENCY CONTACT: _____ PHONE: _____

ARE YOU A MEMBER OF HISTORIC NEW ENGLAND? YES _____ NO _____

HOW DID YOU HEAR ABOUT OUR FESTIVALS? _____

RETURNING EXHIBITOR? CODMAN _____ ROSELAND _____
(Check if YES and include years of past participation)

*PREVIOUS BOOTH ASSIGNMENT? CODMAN _____ ROSELAND _____

BOOTH REQUEST NOTE: _____

Prior acceptance to festivals **DOES NOT guarantee acceptance this year or exact booth space assignments. Please indicate booth preference with application and your request will be considered. **THE JURY HAS FINAL SELECTION.***

FEES: Please make check(s) payable to Historic New England. There will be a \$20.00 service charge for any returned check. Credit cards will also be accepted, please see attached slip for details. You may apply for either or both shows. Shows are juried independently.

YOU MUST USE A SEPARATE CHECK FOR EACH FEE. No money orders please.

Mark all that apply:

_____	Codman Estate	\$ 75.00 (please date check June 1, 2012)
_____	Roseland Cottage Application Fee	\$ 10.00 (check will be cashed upon receipt)
_____	Roseland Cottage	\$150.00 (please date check June 1, 2012)
_____	Credit Card payment slip enclosed	

CT Sales Tax Number _____ (For Roseland Cottage show)

PLEASE SEE REVERSE

Office Use Only

Category _____ RC Booth# _____ CE Booth# _____

CC Check Photo _____ Notification _____ Postcard _____

CE Booth CC/Check # _____ Deposit _____ RC App. Fee Check # _____ Deposit _____ RC Booth CC/ Check # _____ Deposit _____

YOUR CRAFT: Please select ONE category that best describes your work and where you would like to be listed in the promotional materials.

- ART BASKETS CLOTHING CHILDRENS CLOTHING DECORATIVE PAINTING
- DOLLS DRIED FLOWERS FIBER FOLK ART FOOD* GLASS JEWELRY
- LEATHER METALWORKING MISCELLANEOUS PAPER/BOARD
- PHOTOGRAPHY POTTERY SOFT SCULPTURE TOYS WOODWORKING

Do you demonstrate how you create your craft? _____ * Do you offer food samples? _____

Please list the price range of your work: _____

Please list other craft shows, galleries or shops where your work can be seen: _____

ARTIST'S STATEMENT: Please attach a description of your work and creative process.

PHOTOS: Please send FIVE photos or color digital printouts/photocopies of your work including ONE of your display, labeled with your name and address. If you are applying to both festivals, it is okay to send one set of images. Please **send a self addressed stamped envelope** to cover image return. Please make sure the envelope and postage are sufficient to accommodate your submission or items WILL NOT be returned. We cannot refer to websites or online photos. Please do not send original samples, they will not be returned.

PROMOTION: Submitted photos will be considered for use in some of our promotional materials. This includes both in-house materials and those pieces used to market the event to the public. If you have any objections to our use of your photos in these publications, please check here _____

Optional: In addition to the five photos being mailed, email festivals@historicnewengland.org

- An additional photo 300dpi for consideration for printed materials
- An additional photo 72 dpi to be included in the website photo gallery.

If accepted, we will send you promotional postcards. How many would you like?

CODMAN: 25 50 100 other _____ ROSELAND: 25 50 100 other _____

Media Coverage: In addition to our paid advertising, we will submit press releases pertaining to the event and would like to include coverage in the hometowns of participating artists. Please note your local media contact information:

All products for sale will be handmade by the applicant. I agree to exhibit only work described above and not commercial goods for resale, kits, imported or consigned goods. I hereby release Historic New England of all liability for personal injury and for loss of property due to theft, fire, accident, or weather. **I acknowledge the rain or shine show commitment and will be at the show the entire time it is open to the public.**

Signature _____ **Date** _____

PLEASE ENCLOSE:

- Signed & Dated Application with attached artist's statement.
- 5 Photos, including one of display (optional, email photo or send cd for promotional consideration)
- Self Addressed Stamped (business) Envelope with appropriate postage for image return
- Application fee (Roseland only, non-refundable) and booth fee(s):
Check payable to Historic New England or credit card information.
- Mail fee(s), application, photos and SASE in advance of MARCH 31, 2012 postmark deadline to:
Historic New England Attn: Events Coordinator, 141 Cambridge Street, Boston, MA 02114

All applicants will be notified of application status via mail mid-May 2012.



We cannot respond to telephone inquiries regarding application status prior to that time.



**HISTORIC
NEW ENGLAND**

Defining the past. Shaping the future.

CREDIT CARD FORM FOR FESTIVAL FEES
Credit card charges will appear on your bill as “Historic New England”.

Applicant Name _____ Category _____

_____ Codman Estate Booth Fee \$75

_____ Roseland Cottage Application Fee \$10

_____ Roseland Cottage Booth Fee \$150

_____ Total Amount Authorized (please note: as acceptance is pending, actual amount charged may be less than total authorized if for example, applied to Roseland but not accepted or applied to both and accepted to only one. Roseland Cottage Application Fee will be charged upon receipt. Booth fees will be charged in June pending acceptance.)

MasterCard Visa American Express Discover

Card # _____ Expiration Date ____/____

Name on card (Print) _____

Authorized Signature _____ Date _____



30th ANNUAL FINE ARTS AND CRAFTS FESTIVAL AT
CODMAN ESTATE
34 Codman Road, Lincoln, MA 01773
SATURDAY, September 8, 2012
10am – 4pm

The Codman Estate is a historic site in Lincoln, Massachusetts, owned and operated by Historic New England. The Georgian mansion, c.1740, is surrounded by gorgeous grounds featuring a hidden Italian garden, an English cottage garden, open pastures, and a carriage house. The Fine Arts and Crafts Festival is the Codman Estate's largest public program, with all proceeds used for the ongoing preservation and operation of the museum and its grounds. 100 juried exhibitors are accepted.

FESTIVAL HIGHLIGHTS:

Program guide/map listing exhibitors	Museum tours
Ample free parking	Children's entertainment/Magic show
Indoor restrooms for exhibitors	Musical entertainment
Food Vendors	Raffle - supplied by our exhibitors

ELIGIBILITY:

- Completed application
- Submit 5 photos: 4 of your work and 1 showing booth display, all labeled with name and address
- Send a SASE of sufficient size and with proper postage for return of photos
- NO commercial items for resale, kits, imported or consigned goods
- NO recordings, cassettes, CDs, publications
- Plant material is accepted only if completely grown by exhibitor
- No shared/sub-leased booths without prior written permission
- Duplicate crafts will be limited as much as possible
- Exhibitors must remain for entire show. No early breakdowns. Please plan for sufficient inventory.

PROCESS: After the application deadline, we convene a jury, which reviews each application based on its own merit and in conjunction with other submissions within the same genre. Prior acceptance in the event is not a guarantee of acceptance into the 2012 event. Each year the jury comprises unbiased individuals and artisans from within the community. Each jury is different from year to year.

FEE for space at the Codman Festival: \$75 payable to Historic New England (no commissions)

There will be a \$20 service charge for any returned checks. **NO MONEY ORDERS PLEASE.**

Size of sites will be 10'x12', with some variation according to terrain. Exhibitor booths must fit within the space provided including tent pegs and ropes. Show will take place rain or shine. Exhibitor must provide all necessary materials including chairs and tables. Every display area must be covered by umbrella, canopy, or tent. Nothing can be attached to any museum structure or planting. No electricity available. No generators allowed.

SALES TAX: Exhibitor is responsible for collecting Massachusetts sales tax for the Codman show. Tax must be forwarded to the Commonwealth of Massachusetts Department of Revenue by the exhibitor. To obtain a tax id number, complete application online at www.mass.gov/dor or contact the Commonwealth's Department of Revenue at 800-392-6089 or 617-887-6367.

POSTMARK DEADLINE: March 31, 2012 All applications submitted by the deadline will be juried.

NOTIFICATION: Applicants will be notified by mail of festival status by mid-May 2012. All applications that are not accepted will be returned with booth fee and images in return envelope provided by applicant. If postage and envelope are not sufficient, only checks will be returned.

FOR MORE INFORMATION: Contact the Event Coordinator 617-994-5900 x 5514, festivals@historicnewengland.org or Historic New England, Attn: Event Coordinator, 141 Cambridge Street, Boston, MA 02114.



30th ANNUAL FINE ARTS AND CRAFTS FESTIVAL AT
ROSELAND COTTAGE
556 Route 169 Woodstock, CT 06281
Saturday & Sunday, October 13 & 14, 2012
10am – 4:30pm

Roseland Cottage (the Henry C. Bowen House) is a historic house museum owned and maintained by Historic New England. The “Pink House” is visibly located on scenic Route 169 in Woodstock, Conn. Our choice of weekend corresponds with the height of the fall colors, homecoming or parents’ weekend at local private schools and colleges; this has contributed to the success of the event over the past twenty seven years. Attendance ranges from 8,000 - 10,000 guests. 175 juried exhibitors are accepted. Proceeds from the festival are used for the ongoing operation and maintenance of the museum.

FESTIVAL HIGHLIGHTS:

Program guide/map listing exhibitors	Food Vendors
Ample free parking, including overnight parking for exhibitors	Lunch/relief service
Grounds security Friday and Saturday nights	Museum tours, special tour for exhibitors
Bed & Breakfast accommodations and church dinner for exhibitors	Musical and Children’s Entertainment
Indoor Restrooms for exhibitors	Raffle – supplied by our exhibitors

ELIGIBILITY:

- Completed application
- Submit 5 photos: 4 of your work and 1 showing booth display, all labeled with name and address
- Send a SASE of sufficient size and with proper postage for return of photos
- NO commercial items for resale, kits, imported or consigned goods
- NO recordings, cassettes, CDs, publications
- Plant material is accepted only if completely grown by exhibitor
- No shared/sub-leased booths without prior written permission
- Duplicate crafts will be limited as much as possible
- Exhibitors must remain for entire show. No early breakdowns. Please plan for sufficient inventory.

PROCESS: After the application deadline, we convene a jury, which reviews each application based on its own merit and in conjunction with other submissions within the same genre. Prior acceptance in the event is not a guarantee of acceptance into the 2012 event. Each year the jury is made up of unbiased individuals and artisans from within the community. Each jury is different from year to year.

FEE for space at the two-day Roseland Festival: \$10 application fee and \$150.00 booth fee – separate checks required, payable to Historic New England (no commissions)

There will be a \$20 service charge for any returned checks. **NO MONEY ORDERS PLEASE.**
Size of sites will vary slightly because of terrain from 12x12 to 14x15. Exhibitor booths must fit within the space provided including tent pegs and ropes. Show will take place rain or shine. Exhibitor must provide all necessary materials including chairs and tables. Every display area must be covered by umbrella, canopy, or tent. Nothing can be attached to any museum structure or planting. No electricity available. No generators allowed. No dogs allowed.

SALES TAX: You are required to register with the Department of Revenue Services (DRS) before you may conduct business in Connecticut and we are required to give DRS the tax id numbers of all participating exhibitors. Exhibitor is responsible for collecting Connecticut sales tax for the Roseland show. Tax must be forwarded to the Connecticut Department of Revenue Services by the exhibitor. To obtain a tax ID number, complete application online at www.ct.gov/drs or contact the Connecticut Department of Revenue at 860-297-5962.

POSTMARK DEADLINE: March 31, 2012 All applications submitted by the deadline will be juried.

NOTIFICATION: Applicants will be notified by mail of festival status by mid-May 2012. All applications that are not accepted will be returned with booth fee and images in return envelope provided by applicant. If postage and envelope are not sufficient, only checks will be returned.

FOR MORE INFORMATION: Contact the Event Coordinator 617-994-5900 x 5514, festivals@historicnewengland.org or Historic New England, Attn: Event Coordinator, 141 Cambridge Street, Boston, MA 02114.