GENERAL RULES AND REGULATIONS

IMPORTANT DATES

MAY 15 REGISTRATION BEGINS

CHECK DEPARTMENTS FOR SPECIFIC ENTRY DUE DATES AND RECEIVING DATES

BIG E FAIR OPEN: SEPT. 14 – 30, 2018
OCT. 1 PICKUP DAY 10-7
OCT. 2 PICKUP DAY 8-1

1. **EXHIBITOR COMPLIANCE.** The rules and regulations for The Big E Creative Arts Department are the conditions under which all entries are accepted. Exhibitors are urged to study these rules carefully before making application for entries. A signed entry serves as an agreement to comply with all rules and regulations contained within these guidelines and all other official Big E publications (including changes posted within our website). Incomplete (unsigned) entries will be returned with any accompanying payment. Please read the General Rules and Regulations printed within each department. Rules particular to a department will be printed at the beginning of the department. Any questions may be emailed to creativearts@TheBigE.com or telephone 413-205-5015.

2. **ELIGIBILITY.** Each entry must be a recently completed work (within past 3 years) by the exhibitor, handmade and completely finished. It should look new in appearance, be neat, clean and **not** entered in a previous Eastern States Exposition showcase. A set of items may be substituted as one entry. Identify all **kits** on entry form.

3. **ENTRIES.** A separate entry form is required for each exhibitor. Entry forms are online at TheBigE.com/creativearts and may be downloaded for your convenience. *Please print legibly. Fill out as completely and as accurately as possible. Full name, mailing address and phone number to contact you during the day is a must. Note the section letter that meets your exhibit the closest (judges and management have the right to change the section). See* ***Department Sections & Entry Limits - # 11*** *under General Rules and Regulations for entry limits.* The use of certified mail is encouraged to avoid postmark disputes. Faxed entries will be accepted and will be processed when a credit card number has been charged. Online entries are available for all departments. ***Metered mail postmark will not be accepted as proof of deadline compliance.*** Denoted required fields on the entry form must be completed or the entry form will be returned for completion.

4. **ENTRY FEE.** Please check departments for entry fees. No late entry forms are accepted. Checks are made payable to **Eastern States Exposition.**

5. **YOUTH ENTRIES.** Youth classes are for those 7-18 years of age as of January 1, 2018. Class 3 is for 13-18 years old, class 4 is for 7-12 years old. Youth are to check off the "youth" box on the entry form when submitting entries and the **DATE OF BIRTH** must be noted on the entry form.

6. **INITIAL PASSES.** Entry passes will be given to exhibitor on receiving day when entries are brought to the New England Center. Entries that are mailed in will have passes mailed back upon receipt of entry.

7. **PREMIUM PAYMENT.** The Big E will make an effort to have checks available at time of release; occasionally, circumstances will not allow this. Checks will then be mailed in a timely fashion to the exhibitor. Eastern States Exposition assumes no responsibility for premium checks once they are presented to the exhibitor. All checks must be cashed, and missing checks reported **prior** to December 31 of the year of entry. After January 1 of the following year, the show's books are closed and protests are not valid.

8. **RELEASES.** All release documents will be issued from the Superintendent's Office. Exhibitors who remove one or more entries without a release will forfeit all premiums won.

9. **LOSS OR DAMAGE.** Every reasonable precaution is taken by Eastern States Exposition in handling and

exhibiting items, from the time we receive the exhibit until its release at the conclusion of The Big E. All exhibits will be under the direction of Eastern States Exposition Management, who will exercise every reasonable care in the protection of exhibits. In no case will Eastern States Exposition or Management be responsible for any loss or damage that may occur. Each exhibitor will be solely responsible for any loss, injury or damage to any entry; or loss, injury or damage done by or arising from any entry exhibited by him/her and shall indemnify Eastern States Exposition against legal or other proceedings in regard thereto. We advise and request that all artists carry homeowners/home renters insurance to help insure any items of extreme value. Insurance while in transit is the responsibility of the artist. Fair replacement value = material cost and hours labor x $10 per hour x 3.

10. Consumption of food/beverages in the New England Center by exhibitors during drop off or pick up is not allowed.

11. **DEPARTMENT SECTIONS AND ENTRY LIMITS.** Study department and section listings**.**
    Departments 1-17 Three (3) entries per exhibitor
    Department 20 Two (2) entries per exhibitor
    Department 21 One (1) entry per exhibitor
    Department 30-39 Three (3) entries per exhibitor per **department**
    Department 40-70 Refer to each department's rules
    If you have any questions or need help filling out an entry form, please contact the Creative Arts office via email at creativearts@TheBigE.com or by telephone at (413) 205-5015.

12. **CLASSES. 1 = ADULT- Instructors/Professionals; 2 = ADULT Non Instructors/Professional; 3 = YOUTH 13 to 18 years old; 4=YOUTH 7 to 12 years old**. An instructor/professional is an individual who derives income from their craft. Teachers who receive or have received payment for giving lessons or who sell their finished work should enter as the Instructor/Professionals, class 1. Youth are artists 7-18 years of age as of January 1, 2018.

13. **JUDGING CRITERIA.** General Appearance: cleanliness, colors, design, blocking and/or pressing, choice of fabric, fibers/threads & notions, choice of pattern, carrying thread showing through, appropriate closures and construction techniques/detail on garments. Workmanship: neatness, tension, pattern execution, gauge, absence of knots, piecing, pattern line "show through," missing stitches, accurate machine stitching. Finishing: framing, binding, fringe, blocking, seam/hem finishes, pillow foam, ground fabric thread parallel to finished edge.

14. **DECISIONS BY JUDGES.** Placings are based on the Danish system, a method of evaluating a participant's product, skill, or exhibit relative to the standards developed for that class or contest. The judges do <u>not</u> judge one person's work by comparing it to another's. All entries may not receive a placement. Two or more people serve as judges, evaluating entries in most departments. Judges are certified if certification is available in their field of expertise. A judge may also be a crafter recognized as a professional in their field who may have taught their craft. Departments/sections/classes may be combined or split at the discretion of Fair Management based on number of entries and quality of articles.
    Judges' decisions are final. Decisions may not be disputed with the office staff or volunteers. Judges reserve the right to give awards at the deserving level. If work does not meet standards or quality, one or more awards may be omitted. Judges reserve the right to move entries to another category if they feel the entry is incorrectly listed. The judges may also add or augment a section within a category to enable them to properly evaluate the work correctly.

15. **GRIEVANCE PROCEDURE.** An exhibitor wishing to protest or appeal any action, condition or circumstance occurring during the show which he/she considers detrimental to his interests, the interests of his fellow exhibitors or those of the Exposition, may protest, complain or appeal to Management at any time prior to the release hour for his exhibits, by plainly stating his appeal or protest in writing and attaching thereto a fee of $100, such fee to be refunded upon settlement of the claim in his/her favor but forfeited if the protest is not sustained. Protests questioning the competency or fairness of judges will not be entertained or condoned. In all cases of complaint, protest or appeal, the decision of the Executive Committee will be binding and final.

16. **MAIL-IN ENTRIES** (incoming and outgoing). Please read carefully to ensure proper handling of your entry. Shipped or mailed Creative Arts entries **must arrive by August 24, 2018.**
Shipped entries should be labeled in the following manner:

    NAME OF EXHIBITOR
    EASTERN STATES EXPOSITION/CREATIVE ARTS DEPARTMENT
    ATTENTION: JANE CHAPMAN
    1305 MEMORIAL AVE.
    W SPRINGFIELD MA 01089

    NOTE: YOU MUST NOTIFY US VIA TELEPHONE (413)205-5015 OR EMAIL: CREATIVEARTS@THEBIGE.COM AS TO WHEN WE SHOULD EXPECT YOUR PACKAGE.
    Entries must be packed or crated securely with any glass stripped with masking tape to prevent breakage. No packing peanuts are to be used.
    Mailed in entries to be returned by mail must include prepaid return postage. The Big E will not pay for return postage. Entries will be reshipped in the same container in which they were received. Be sure to include enough packing material, as The Big E does not add additional materials for returns. A packing sheet listing each item must be enclosed in the shipping container.
    A photo of your entries should be included with the packing sheet to ensure proper identification for return shipping.
    The Big E does not insure entries. Any return shipping insurance desired must be indicated on the entry form. If no shipping value is included on the entry form, no insurance will be added.
    Entries will not be shipped to Post Office boxes – street addresses must be provided.
    All entries will remain for exhibit use during The Big E.

17. **RECEIVING DAYS** (**for entries not being mailed)**. **Tuesday, September 4** between **1pm and 7pm** and **Wednesday September 5** between **8:30am and 1:00 pm** in the **New England Center**. If there is a problem with the above dates and times, please contact our office at 413-205-5015.
    Identification tags: These may be obtained from the website (www.thebige.com/creativearts).Tags should be adhered to each exhibit for identification purposes. Feel free to photocopy. Attaching the identification tags prior to arriving on receiving day will benefit you with a quicker check- in.

18. **PICK UP OF ENTRIES. ALL ENTRIES MAY BE PICKED UP BETWEEN THE HOURS OF 10AM AND 7PM ON MONDAY, OCTOBER 1, 2018 OR TUESDAY, OCTOBER 2ND BETWEEN 8AM AND 1 PM IN THE NEW ENGLAND CENTER. No entries will be released before Monday, October 1**. You must bring your exhibitor's claim ticket with you (one claim ticket per exhibit). Claim tickets are issued at time of drop-off. Claim tickets for those who mail in are taped to the box in which the exhibit was shipped. Mailing returns will begin Monday, October 1. After November 30, all unclaimed items become the property of Eastern States Exposition and will be disposed of as deemed necessary.

19. **JUDGING DAYS.** CLOSED TO THE PUBLIC**. See individual departments.**

20. **AWARD RESULTS.** Every effort will be made to post the results on the website, TheBigE.com, as soon as possible. Due to increased entries, it may take several days to process the results. Calling the New England Center office for results will only slow down the process. **Please be patient** as the results are manually entered into the computer. These results are initially considered **unofficial and subject to change.** Official results are posted after reviewing for inaccuracies.

Creative Arts Awards: Cash prizes, ribbons and special awards may be presented by Eastern States Exposition and its sponsors in each separate class (Instructor/Professional, Non professional, Youth) in all listed Departments and Sections.

Blue: Premium monies & Blue Ribbon
Red: Premium monies & Red Ribbon
White: Premium monies & White Ribbon
Honorable Mention: Yellow Ribbon

Youth Entries: Green Ribbon
(Youth entries qualify for 1st, 2nd, 3rd ribbons & premium monies & HM ribbon)

- BLUE (excellent): The exhibit met high standards, an excellent rating. A blue is given to those who most nearly meet the highest standards established for the particular class or level of performance. Blue does not indicate perfection or superiority, but indicates a high degree of achievement toward the elements in the standards.
- RED (very good): Meets minimum standards, very good work. These entries rank very good in relation to the standards or expected achievement. Either the general level of the accomplishment is less than excellent or enough shortcomings are found to cause the placing to drop from excellent to very good.
- WHITE (good): Meets standards well enough to be shown, but is only good quality. The white grouping contains entries found lacking and rate only a good, acceptable, or satisfactory rating for the standards established.
- HONORABLE MENTION (Yellow) (fair): Meets standards well enough to be shown, but is only fair quality. The white grouping contains entries found lacking and rate only a fair, acceptable, or satisfactory rating for the standards established.
- NO RIBBON: In Danish, no ribbon may be given if exhibits or individuals who, for one reason or another, fail to produce that level of achievement which can be reasonably expected in relation to the specific class or performance in which they are entered.

A **Best of Department** – Adult and Youth – rosette *may* be presented in each department. The Best of Department Award is at the discretion of the judges. Judges may choose not to award a Best of Department within their judged department. Please refer to judging criteria under general entry rules. Best of Department winners receive additional premium monies.

Best of Show may be presented to only *one adult* and *one youth* entry from the entire collection of exhibits each year.

Judge's Choice Award may be presented in some departments by judges who have chosen to express their favorite piece within their judged department. This may not necessarily have received a first placing by the judge(s), but is personally liked by a judge.

Donor Awards come from businesses and the arts. Guilds, private businesses, suppliers and publishers set criteria for these awards in each specific department. We encourage you to support these donors and businesses.

We ask that all who receive a donor award remember their donors with a personal note or email thanking the donor for their generous awards. Award winners will receive contact information at time of disbursement. Please help Creative Arts maintain the positive rapport we have established with these donors by communicating personal appreciation.

Please act promptly in claiming any Donor Award. Notify Creative Arts immediately should a donor mistakenly forget to send an award to an artist who has placed. Creative Arts is not responsible for the donors' misfortunes or for supplying any award that may be lost due to unfortunate circumstances.

If you would like to become a Big E Creative Arts **Volunteer**, please complete the Volunteer application which can be found on our website, or email *creativearts@TheBigE.com.* Volunteers are needed prior to fairtime for receiving days, judging and setup; during the Fair and on the pickup days immediately after the Fair.

The Florence Sattler Award

The Florence Sattler Memorial Award will be presented to an individual(s) who has made outstanding contributions as a VOLUNTEER. It reflects unusual effort, unselfish interest and a willing spirit to share time with this organization. This special volunteer award was created in 1984 in memory of Florence Sattler who resided in Springfield, Mass. Over the years, it has honored numerous outstanding Creative Arts volunteers who have been committed to dedication and unselfish effort. If you would like to nominate a volunteer to receive this award, contact the office before August 31 with your recommendations. To perpetuate this award, a Memorial Fund has been established by Eastern States Exposition. Any tax-deductible contributions for this award are greatly appreciated and may be given at any time of the year.

Distinguished Former Award Recipients

2017 Janice Tremblay – Springfield, MA
2016 Terri Bennett – Springfield, MA
2015 Barbara Little – Ludlow, MA
2014 Sue Hanscom – Agawam, MA
2013 Ann Robinson – Chicopee, MA
2012 Mary Otto – South Hadley, MA
2012 Lynn Brownlee – Westfield, MA
2012 Karen Esposito – Springfield, MA
2012 Gail Armata – Westfield, MA
2012 Bob Ramponi – Feeding Hills, MA
2012 Carole Ramponi – Feeding Hills, MA
2011 Chava Karlovich – Monroe, CT
2010 Bob Ramponi – Feeding Hills MA
2009 Karen Esposito – Springfield MA
2008 Dorothy Link – West Springfield MA
2007 Etta Meade – Springfield MA
2006 Carol Zielinski – Springfield MA
2005 M.J. Koslowski – Enfield CT
2005 Lynn Brownlee – Westfield MA
2005 Irma Schoen – Windsor CT
2004 William Otto – South Hadley MA
2004 Richard Jaskot – Longmeadow MA
2004 Mary Otto – South Hadley MA
2004 Barbara Jaskot – Longmeadow MA
2003 Pat Griffin – Suffield CT
2003 Ellen Rodzen – Enfield CT
2002 Stasia Charron – Easthampton MA
2002 Jodi Scaltreto – Hillsboro NH
2002 Alene Wolfe – Suffield CT
2001 Gail Armata – Westfield MA
2001 Carole Ramponi – Feeding Hills MA
2000 Marilyn Tomlinson – West Springfield MA
2000 Gert Johnson – West Suffield CT

1999 Walter Link – West Suffield CT
1999 Doris Griffen – Agawam MA
1998 Richard Bromley – Hamden CT
1998 Helen Potvin – Chicopee MA
1998 Gerald Hyland – Hamden CT
1997 Jill Kent – Longmeadow MA
1996 Madeleine St. Aubin – Brimfield MA
1996 Lionel Finch – Springfield MA
1995 Marguerite Yung – Farmington CT
1995 Louise McCrady – West Hartford CT
1995 Dianne Badger – Springfield MA
1994 Sue Ewqnowski – Middletown CT
1994 Mildred Link – West Suffield CT
1993 Eileen Romani – Westfield MA
1993 Doris Bragdon – Sarasota FL
1992 Rosalie Keegan – Enfield CT
1991 Sharon Gowash – Somers CT
1990 Edith Michaud – Feeding Hills MA
1990 Doris Griffen – Agawam MA
1989 Dorothy Finch – Springfield MA
1988 Edna Zamachaj – Springfield MA
1987 Jane Scott – Windsor Locks CT
1987 Carol Zielinski – Springfield MA
1986 Florence Gideos – Ludlow MA
1985 George Scott – Windsor Locks CT
1984 Emily Drzewianowski – Chicopee MA