

2020

## GENERAL RULES AND REGULATIONS

### IMPORTANT DATES

REGISTRATION BEGINS LATE SPRING  
CHECK DEPARTMENTS FOR SPECIFIC  
ENTRY AND RECEIVING DATES

BIG E FAIR OPEN: SEPT. 18 – OCTOBER 4, 2020

1. **BENEFITS OF COMPETING.** The Eastern States Exposition is proud to showcase the amazing talent of our exhibitors. We provide the opportunity to win ribbons and premium monies and, in some departments, several donated awards. Exhibitors receive valuable comments from the judges to help them improve. Exhibiting is a wonderful way to share your talent and inspire others to try or continue with a project. In appreciation, each exhibitor receives two FREE tickets to attend the fair. Entry passes will be provided to the exhibitor upon receipt of the entered item at the New England Center.
2. **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](mailto:creativearts@TheBigE.com) or telephone 413-205-5015.
3. **ELIGIBILITY.** Each entry must be a recently completed work (within past 3 years) by the exhibitor, handmade and 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.
4. **ENTRIES.** A separate entry form is required for each exhibitor. Entry forms are online at [TheBigE.com/creativearts](http://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 important. See **Department Divisions & Entry Limits - # 11** under General Rules and Regulations for entry limits.* 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.

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5. **ENTRY FEE.** Please check departments for entry fees. No late entry forms are accepted. Checks are made payable to **Eastern States Exposition.**
6. **YOUTH ENTRIES.** Youth classes are for those 5-18 years of age as of January 1, 2020. Class C is for 13-18 years old, class D is for 5-12 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.
7. **PREMIUM PAYMENT.** The Big E will try 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 Creative Arts management. 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 renter's 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. **ENTRY LIMITS.** See individual Department and Divisions listings.  
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](mailto:creativearts@TheBigE.com) or by telephone at (413) 205-5015.
12. **CLASSES. A = ADULT- Instructors/Professionals; B = ADULT Non-Instructors/Professional; C = YOUTH 13 to 18 years old; D=YOUTH 5 to 12 years old.** An instructor/professional is an individual who grosses more than \$2,000 per year

from their craft, whether in sales or teaching. Youth are 5-18 years of age as of January 1, 2020.

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 not judge one person's work by comparing it to another's. All entries may not receive a placement. When and if possible, Certified Judges, individuals who have earned certification in their field of expertise, are used. A judge may also be an individual recognized as a professional in their field who may have taught their craft. Departments/Divisions/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 Division 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 between August 10 and August 29, 2020 and include the Shipping Form.**  
Shipped entries should be labeled in the following manner:  
**NAME OF EXHIBITOR**  
**EASTERN STATES EXPOSITION/CREATIVE ARTS DEPARTMENT**  
**1305 MEMORIAL AVE.**  
**WEST SPRINGFIELD MA 01089**

**NOTE: YOU MUST NOTIFY US VIA TELEPHONE (413)205-5015 OR EMAIL:**

**[CREATIVEARTS@THEBIGE.COM](mailto:CREATIVEARTS@THEBIGE.COM) AS TO WHEN WE SHOULD EXPECT YOUR PACKAGE.**

**ALL MAIL-IN ENTRIES MUST BE SENT WITH THE SHIPPING FORM AND EACH ITEM MUST HAVE AN ENTRY ID TAG ATTACHED.**

Entries must be packed or crated securely with any glass stripped with masking tape to prevent breakage. No packing peanuts are to be used.

If your entry is to be returned by mail, please include the following:

- Sufficient packaging material
- Envelope with the following items:
  - Prepaid postage, including any desired shipping insurance.
  - 3 ½ x 5 or 4x6" card to be used as the return mailing label which has your address clearly written on.

The Big E will not pay for return postage or insurance. 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 photo of your entries should be included with the packing sheet to ensure proper identification for return shipping.

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).** Please check the individual department for receiving dates. If there is a problem with the receiving dates and times for your department, please contact our office at 413-205-5015 or email [CreativeArts@TheBigE.com](mailto:CreativeArts@TheBigE.com) before your receiving date.

**Identification tags:** These may be obtained from the website ([www.thebige.com/creativearts](http://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 and other exhibitors with a quicker check-in.

18. **PICK UP OF ENTRIES. ALL ENTRIES MAY BE PICKED UP BETWEEN THE HOURS OF 12PM AND 7PM ON MONDAY, OCTOBER 5, 2020 OR TUESDAY, OCTOBER 6 BETWEEN 8AM AND 1 PM IN THE NEW ENGLAND CENTER. No entries will be released before Monday, October 5.** 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 their entries are held by the Creative Arts office. Mailing returns will begin Monday, October 5. After November 1, 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 – Open to volunteers and staff only. See individual departments for judging dates.**

20. **SET UP DAYS. CLOSED TO THE PUBLIC – Open to volunteers and staff only. Set up**

begins after department judging is completed up to the day prior to The Big E opening day.

21. **AWARD RESULTS.** Every effort will be made to post the results on the website, TheBigE.com, and Facebook, [www.facebook.com/bigecreativearts](http://www.facebook.com/bigecreativearts) 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, Nonprofessional, Youth) in all listed Departments and Divisions. See individual departments for awards offered.

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)

In most departments, we use a Danish system of judging. Entries are evaluated and awarded ribbons based on the following criteria:

- **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 well 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 yellow 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

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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.

**Volunteer's Choice Award** presented to one Adult and one Youth entry in Creative Arts. Creative Arts volunteers vote for their favorite entries.

**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 exhibitor who has been selected. 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 **Donor**, please contact Creative Arts by phone 413-205-5015 or email [creativearts@TheBigE.com](mailto:creativearts@TheBigE.com).

We would love to invite you to join our Creative Arts Team. Volunteers are needed prior to fair time for receiving days, judging and setup; during the Fair and on the pickup days immediately after the Fair. 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](mailto:creativearts@TheBigE.com).