

## Hints for Entering Creative Arts

**Rules and regulations:** Please read the General Rules and Regulations printed within each division. Rules particular to a division will be printed at the beginning of the division. Any questions may be emailed to [creativearts@thebigE.com](mailto:creativearts@thebigE.com) or telephone 413-205-5015.

**Entry forms:** Entry forms may be printed from the web site ([www.thebigE.com/creativearts](http://www.thebigE.com/creativearts)). Feel free to photocopy if you need extra or for a friend. Online entries are acceptable and encouraged. Please call if encountering a problem with online entries – (413-205-5015).

**Filling out entry forms:** Print legibly. Fill out as completely and as accurately as possible. Full name, mailing address and phone number to reach you are a must. Note the section number that meets your exhibit the closest (judges and management have the right to change the section). Be sure to note where asked if you are a first time exhibitor in that category as some of our sponsors have awards particular to first time exhibitors. See **Division Sections & Entry questions - # 9** under General Rules and Regulations.

**Youth entries:** Youth are considered 9 to 18 years of age as of January 1, 2011. Youth are to check off the “youth” box on the entry form when submitting entries and the DOB must be noted on the entry form.

**Entry Limit:** A limit of three (3) entries per exhibitor is allowed. NOTE: Photography is a Creative Arts exhibit and is to be included in the limit of 3 entries, i.e., you may enter 2 pieces in needlework and 1 in Photography. See #9 under General Rules and Regulations

**Special Theme:** You may choose only one of your entries to be entered into the Special Theme Division. Be sure to check the box on the entry form for Special Theme. Multiple entries will result in cancellation of all your entries into Special Theme consideration. The Big E is the Special Theme for 2011.

**Entry schedule:** Entry forms are due August 1. Late entries will be accepted between August 1 and August 15 at double the entry fee. Entry forms are accepted online, via mail or fax (413-205-5104).

**Identification tags:** These may be obtained from the web site ([www.thebigE.com/creativearts](http://www.thebigE.com/creativearts)). These 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.

**Bringing Entries to the Fairground:** Entries will be accepted Friday, September 9 between 3pm to 6pm, and Saturday, September 10 between 9am and 1pm. Bring your exhibit directly to the New England Center. Enter through Door 1 on Hampden Avenue.

**Mailing in your entries:** See # 14 under General Rules and Regulations.

**Picking up entries:** No entries will be released before Monday, October 3. Release time on Monday is between the hours of 9 and 6; 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 will be shipped at the conclusion of the Fair. Mail return of exhibits will be within the week following the closing of the Fair. See # 15 under General Rules and Regulations.

**Insurance, Protection Responsibility and loss or damage –** Read #7 and #8 under General Rules and Regulations.

**Judging Criteria , Decisions, and Grievance** – Read #11, # 12 and #13 under General Rules and Regulations.

**Awards** - See #17 under General Rules and Regulations.

## GENERAL RULES AND REGULATIONS

- 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 this book and all other official Big E publications (including changes posted within our website). Incomplete (unsigned) entries will be returned with any accompanying payment.
- 2. ELIGIBILITY.** Entries shall be limited to the fabric/fiber media listed in this booklet. 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](http://TheBigE.com/creativearts) and may be downloaded for your convenience. 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 divisions. ***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. INITIAL PASSES.** Upon receipt and acceptance of entry, entry passes will be mailed to the exhibitor. Passes are intended to provide entry and parking for people working directly with the entries and exhibits. Late entries may not receive passes.
- 5. 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. The Big E 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 1, 2011. After January 1, 2012, the show's books are closed and protests are not valid.
- 6. 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. Premiums will be forfeited if exhibitor chooses to remove the entry early regardless of who owns the entry.
- 7. LOSS OR DAMAGE.** Every reasonable precaution is taken by Eastern States Exposition in handling and exhibiting items, from the time we receive the craft 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. All consumption of food/beverages in the New England Center by exhibitors and their guests is done at the exhibitor's risk.
- 8. PROTECTION RESPONSIBILITY.** Entries that are on exhibit during The Big E will be insured from the time of delivery for the estimated value of the piece until the item is picked up or shipped from Eastern States Exposition after Monday, October 3, 2011. The pieces will be insured against all risks of physical loss or damage from any external cause while objects are on location during the period of loan. The policy contains the usual exclusions for loss or damage that occurs by any event beyond the control of Eastern States Exposition. 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 \$7 per hour X3.
- 9. Division Sections and Entry Questions.** Study division and section listings. You may enter only 3 exhibits within the Creative Arts Department. NOTE: Photography is a creative arts exhibit and is to be included in the limit of 3 entries. i.e. you may enter 2 pieces in needlework and 1 in photography or 2 in photography and 1 in needlework. Only one of your 3 exhibits may be considered for Special Theme. Select carefully. 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.
- 10. ARTISTIC CLASSIFICATIONS:** I/P - Instructors/Professionals, N/P – non Instructors/Professional and Y - youth. 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 the I/P class. Youth are artists 9-18 years of age.
- 11. 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.
- 12. DECISIONS BY JUDGES.** Creative Arts is considered a Judged Exhibit because each item is evaluated individually on its own merit. 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. 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. The staff and volunteers may not serve as judges nor dispute their decisions! Judges may give more than one award at the same level in any section, in each class. Judges also 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.

**13. 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.

**14. 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 September 6 and 9, 2011.

Shipped entries should be labeled in the following manner:

NAME OF EXHIBITOR  
EASTERN STATES EXPOSITION/CREATIVE ARTS DEPARTMENT  
1305 MEMORIAL AVE  
W SPRINGFIELD MA 01089

**A PREPAID SHIPPING LABEL WITH BARCODE MUST BE INCLUDED FOR RETURN OF YOUR ITEMS.**

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

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 may also 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.

If an entry requires The Big E to obtain packing materials (shipping container, etc.), labor, materials and shipping costs will be included in the C.O.D charges.

All entries will remain for exhibit use during The Big E.

**15. Pick up of Exhibits. ALL EXHIBITS MAY BE PICKED UP BETWEEN THE HOURS OF 9AM AND 6PM ON MONDAY, OCTOBER 3, 2011.**

Mailing returns will begin Monday, October 3. Any exhibit that has not been picked up or paid to have shipped following its exhibition and/or left for three months (90 days) will become the property of Eastern States Exposition.

**16. JUDGING DAY.** CLOSED TO THE PUBLIC – Monday, September 12, 2011.

**17. AWARD RESULTS.** Every effort will be made to post the results on the website, [www.TheBigE.com](http://www.TheBigE.com), as soon as possible. These results are considered unofficial.

**Creative Arts Awards:** Cash prizes, ribbons and special awards may be presented by Eastern States Exposition and its sponsors in each separate class (I/P, NI and Y) in all listed Divisions and Sections.

First Prize:	Premium monies & Blue Ribbon	Youth Entries:	Green Ribbon
Second Prize:	Premium monies & Red Ribbon		(youth entries qualify for 1st, 2nd, 3rd & HM premiums & ribbons)
Third Prize:	Premium monies & White Ribbon		
Honorable Mention:	Yellow Ribbon		

A **Best of Division** rosette *may* be presented in each division. The Best of Division Award is at the discretion of the judges. Not all judges award this prize in a division each year. Please refer to judging criteria under general entry rules. Best of Division winners receive additional premium monies.

**Judges Choice Award** may be presented to only *one adult* and *one youth* entry from the entries each year. Unanimous votes of all the judges on these two awards exemplify a high standard of excellence.

**Sponsor Awards** come from businesses and the arts. Guilds, private businesses, suppliers and publishers set criteria for these awards in each specific division. We encourage you to support these sponsors and businesses.

**Special Theme Awards:** Additional monies may be awarded for Best of Theme to one adult and one youth in the Special Theme Division.

We ask that all our artists remember their sponsors with a personal note or email thanking the sponsor for their generous awards. Please help Creative Arts maintain the positive rapport we have established with these sponsors by communicating personal appreciation.

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

**People's Choice Awards:** Each day a division(s) will be selected for the public to have a chance to choose their favorite. Special ribbons will be awarded.

## 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. The 2010 award will be announced on the last day of The Big E. 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**

- 1984 Emily Drzewianowski – Chicopee MA
- 1985 George Scott – Windsor Locks CT
- 1986 Florence Gideos – Ludlow MA
- 1987 Carol Zielinski, Springfield MA
- 1987 Jane Scott – Windsor Locks CT
- 1988 Edna Zamachaj – Springfield MA
- 1989 Dorothy Finch – Springfield MA
- 1990 Doris Griffen – Agawam MA
- 1990 Edith Michaud – Feeding Hills MA
- 1991 Sharon Gowash – Somers CT
- 1992 Rosalie Keegan – Enfield CT
- 1993 Doris Bragdon – Sarasota FL
- 1993 Eileen Romani – Westfield MA
- 1994 Sue Ewqnowski – Middletown CT
- 1994 Mildred Link – West Suffield CT
- 1995 Dianne Badger – Springfield MA
- 1995 Louise McCrady – West Hartford CT
- 1995 Marguerite Yung – Farmington CT
- 1996 Madeleine St. Aubin – Brimfield MA
- 1996 Lionel Finch – Springfield MA
- 1997 Jill Kent – Longmeadow MA
- 1998 Richard Bromley – Hamden CT
- 1998 Gerald Hyland – Hamden CT
- 1998 Helen Potvin – Chicopee MA
- 1999 Walter Link – West Suffield CT
- 1999 Doris Griffen – Agawam MA
- 2000 Gert Johnson – West Suffield CT
- 2000 Marilyn Tomlinson – West Springfield MA
- 2001 Gail Armata – Westfield MA
- 2001 Carole Ramponi – Feeding Hills MA
- 2002 Alene Wolfe – Suffield CT
- 2002 Stasia Charron – Easthampton MA
- 2002 Jodi Scaltreto – Hillsboro NH
- 2003 Pat Griffin – Suffield CT
- 2003 Ellen Rodzen – Enfield CT
- 2004 Richard Jaskot – Longmeadow MA
- 2004 Barbara Jaskot – Longmeadow MA
- 2004 William Otto – South Hadley MA
- 2004 Mary Otto – South Hadley MA
- 2005 Lynn Brownlee – Westfield MA
- 2005 Irma Schoen – Windsor CT
- 2005 M.J. Koslowski – Enfield CT
- 2006 Carol Zielinski – Springfield MA
- 2007 Etta Meade – Springfield MA
- 2008 Dorothy Link – West Springfield MA
- 2009 Karen Esposito – Springfield MA
- 2010 Bob Ramponi – Feeding Hills MA

## **DIVISION 100 - SPECIAL THEME AWARD**

**The Special Theme encompasses all divisions. Each entry to be considered for the Special Theme, as indicated on the individual exhibitor entry forms, is judged within its division and on its ability to express the Special Theme. Please be sure to note on your entry form check off box if you wish your entry to be considered for Special Theme. Limit of one Special Theme entry per exhibitor.**

Only one entry per exhibitor.

Two Best of Divisions will be awarded – one for adult and one for youth.

Premium will only be awarded to the two Best of Divisions: \$20.00/each

2011 – The Big E

2012 – Connecting to the Past

2013 – It's a Kids World