

## Request for Crafters/Decorators – Rosson House Holiday Decorating

Date: August 25, 2014

Heritage Square is seeking artists and crafters to decorate a Victorian-inspired tree in the Rosson House Museum for the 2014-2015 holiday season. All questions concerning this Request should be directed to Michelle Reid, Executive Director, 602-261-8063, [director@heritagesquarephx.org](mailto:director@heritagesquarephx.org).

### Background

Heritage Square is an engaging historic and cultural block in the heart of Phoenix. The Rosson House Museum is a fully-restored 1895 Queen Anne Victorian house museum which interprets the history of Phoenix. Tours of the house include all living areas and offer visitors a glimpse into the lifestyles of early Phoenix families. Admission to the Rosson House Museum is by guided tour only.



Visitation to Heritage Square during the holiday season is increasing annually, with decorations in the house being a large draw. The themes of Territorial Arizona, Victoriana in the Western United States, and old fashioned holiday traditions are particularly popular.

### Objectives

- To provide decorated trees in each major room of the Rosson House Museum using period-appropriate themes and items,
- To develop, in coordination with the curator, a holiday tour that addresses the historic nature of the site,
- Create renewed interest in period (vintage) décor by providing items for sale in the Heritage Square Museum Store.

### Audience

Heritage Square's core business and overall success comes from daily visitors to the Park and House. Average Park attendance during the month of December is over 20,000, with events like Beerfest, First Friday, Chriskindlemarkt, Heritage Saturday, and Snow Week attracting local and out-of-town audiences.

### Guidelines

Lighted trees will be installed by staff in each major room of the Rosson House.

Trees may not be moved.

Each tree must have a definable period-appropriate theme. Possible themes include but are not limited to: wooden toys, Father Christmas, peacocks, paper crafts, or particular colors.

No foodstuffs, lit candles, liquids, dried or live plants, may be used for decorations.

While contemporary decorations are permitted, we ask that the spirit of each tree be period-appropriate. Ornaments should be hand-made as much as possible.

Crafters who provide hand-made ornaments are encouraged to provide additional pieces on consignment in the Heritage Square Museum Store. Consignment agreements are handled by Bobby Bonner, Visitor Services and Volunteer Coordinator.

Use of antiques must be judiciously done. Repurposing small items to create vintage ornaments is acceptable, however, staff reserves the right to disqualify any objects that may be considered in violation of our Collections Policy. Actual late 19<sup>th</sup> century antiques in their original forms should be avoided.

Crafters may request a particular room if desired. Assignment of rooms will be made on the basis of appropriateness and order in which the proposal was received. i.e. proposals for formally decorated trees will be given first consideration for the front parlor.

#### Proposed Timeline

- Proposals due: Wednesday, October 1, 2014
- Selection of crafters and Proposal award date: October 6, 2014
- Consignment agreements finalized with the Museum Store: Friday, October 21, 2014
- Trees installed and ready to be decorated: Saturday, November 22, 2014
- Trees can be decorated Sunday evening, November 23, Monday, November 24, and/or Tuesday, November 25. All decorating must be supervised by Heritage Square staff.
- The Holiday Exhibit begins Wednesday, November 26, 2014 and ends Sunday, January 4, 2015.
- Tear down and repacking must take place Sunday evening, January 4, Monday, January 5, or Tuesday, January 5.

#### How to Apply

Send the following information to Michelle Reid, [director@heritagesquarephx.org](mailto:director@heritagesquarephx.org)

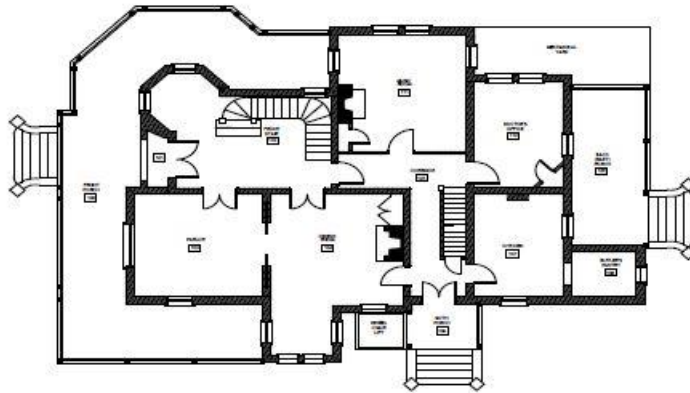
- Cover Letter
- Proposed approach and theme for tree
- Several Pictures of décor and ornaments you plan to use
- List of items you will make available for Museum Store consignment and desired prices

## Rosson House Floorplan/Tree Placement

There is space for up to 12 Holiday Trees in the Rosson House for the exhibit. Rooms that may be used include:

### First Floor:

Foyer, under stairwell  
Front (formal) Parlor  
Dining Room Solarium  
Family Parlor  
Doctor's Office  
Kitchen



### Second Floor:

Sewing Area  
Master Bedroom  
Nursery  
Girls' Bedroom  
Guest/maid's Bedroom  
Bathroom

