

PROCEDURES FOR THE NATIONALITY ROOMS HOLIDAY OPEN HOUSE

The Nationality Rooms Holiday Open House was inaugurated in the early 1970's with Quo Vadis guides in national dress interpreting the rooms' holiday traditions to all visitors. Admission was free.

In 1991 the Room visitation was enhanced by Commons Room performances, food, bazaar tables and demonstrations. **The purpose of the performances is to perpetuate a national or regional holiday tradition, event or practice. Each group discusses its proposal in advance with the Nationality Rooms Program Director and submits in writing a description of the tradition, together with the names and titles or the narrator, director and group.** Performances are limited to 10-12 minutes with each group performing twice before a constantly changing audience of 1,000 or more.

The Nationality and Heritage Room Committees are invited to submit proposals in October. The variety and balance of the four-hour program is at the discretion of the Nationality Rooms Program Director who usually serves as emcee. Cultures without Nationality Rooms are often invited to present their traditions as a performance. **Purely instrumental or choral presentations are not encouraged.**

Participation in the Commons Room food, bazaar and demonstration attractions is limited by space. **A group is entitled to one 6' table or two octagonal tables. Each participant must offer a food component. Each committee sponsored vendor who mounts a table of crafts, food, ornaments, etc. must donate 25% of their proceeds to the Committee sponsor's account. All Committees are expected to deposit their proceeds in the Committee's agency account.**

Tables are assigned on a first-come, first-served basis. **A request for one additional table must be submitted in writing to Susan Langer. The Commons Room tables are to be utilized where they stand. No table may be moved unless it is returned to its original position. A committee may obtain permission from Mrs. Langer to borrow a table from the 12th floor, provided the committee delivers it to the Commons Room and returns it to #1228 C.L. immediately after the Open House ends (by 4:30 p.m.).**

As electrical outlets and wattage capacity is severely restricted in the Commons Room, **no microwave ovens or other electrical appliances may be used. Food may be heated in the 12th floor kitchen and transported to the Commons Room to serve. You must advise and coordinate kitchen usage with NRP staff the day of the event. Sterno heaters are encouraged to keep the food warm.**

A Quo Vadis guide or docent in national dress is assigned to each room and remains there to greet visitors and conduct continuous tours of the rooms and holiday traditions throughout the afternoon. This is taxing on the guide's voice; therefore, distractions must be kept to a minimum. Committee members shall avoid gathering in the Rooms so that visitors have free access to the Rooms' limited space. **A committee may obtain permission to set up a table along the corridor for displays or special demonstrations. A quiet, traditional musical instrument may be played intermittently within the room when the guide is not speaking (Irish harp, flute). Requests to feature in-room music and/or corridor tables must be previously discussed with and have the approval of the Nationality Rooms Program Director.**

Committees are responsible for restoring their area to its original set-up condition. Trash must be bagged and placed in a designated dumpster. Extra trash bags may be obtained at the Information Center.

We appreciated your participation!

E. Maxine Bruhns, Director
Susan M. Langer, Adm. Assistant to Director
November, 2008

FORBES

Folk Festival

1928

B-Benches along wall
- long tables
Small Round

Polish

LATIN AMER

W.P. Polish
85ft 10ft

84ft 8ft
GV S Lab

85ft
Ukr. Latin Am.

INDIAN

1921

157

157A

190A

190

ELEVATORS

190B

158A

158

197

191

L1

SOUND SYSTEM

Finnish

INDIAN

L2

INDIAN

Japanese

Korean

INDIAN

PERFORMANCE AREA

COMMONS ROOM

1001

Welsh

Australian

R2

Turkish

Korean

Korean

193

85ft 8ft
Greek Cz

6ft 6ft
Chinese AHC

Cz

AHC

FIFTH

1921

1921

BIG ROOM
MAIN ENTRANCE
1921
192
193
1921