

40 FRAMES for 40 YEARS

getting started on your small frame

Thank you for being part of the "40 frames" program and celebrating the Guild's 40th anniversary with us!

In this packet, you'll find information, guidance, and recommendations as you bring your 40 for 40 frame to life.

You can also reach out to Guild staff and the 40 for 40 team for support and information.

Contact them:

Chris Newman (cnewman@newmancarpentry.com)

Allison Aurand (allison@tfguild.org)

Valkyrie Liles (valkyrie@tfguild.org)

Rob Morphet (blackrivertimberframing@gmail.com)

Inside:

- Identify and put your team together
- Plan for team support
- Project plans
- Document your project
- After the project
- Resources

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Put Your Team Together!

Your team can be people you work with, people from your community, friends, or strangers. It's important to have a good mix of experience levels to help the project go smoothly. Consider having at least one novice who wishes to learn the craft. Consider having that novice be connected to the organization you're building the frame for.

Once you have selected a team, schedule a team strategy meeting. This meeting is a good time to decide when and where you'll do the fabrication. You can also identify who has what tools, what tools you may be missing, and whether or not you need to source more tools.

Get creative! Feel free to include extra people, more than would be typical to build a frame this size: remember, this is an exciting way to introduce people to timber framing! And, there are always opportunities to volunteer in ways that don't involve picking up a tool - welcome more of your community by inviting them to help with meals, join you for an evening of camaraderie and music-making, or demos of timber framing tools and techniques. These builds are a chance to build relationships, the hallmark of every Guild gathering!

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Plan for Team Support

Once you decide where you'll be fabricating, it's time to think about what you can do to support your team.

Meals, snacks, and coffee:

Perhaps there is a community organization that wants to get involved by donating food for lunches or snacks. You can also reach out to local businesses and restaurants and see if they might be willing to sponsor lunch for one or more of your building days. You can share their contribution on social media or in local news stories if your project is featured.

Camping

If you have friends coming to help from outside the area, consider where they might camp. If the build is at your shop or home, do you have space for them to pitch a tent?

Facilities

If you're working at a site without restrooms or running water, you'll need to get a porta-potty and possibly a hygiene station. Check with local providers of these services - they may wish to donate facilities for the weekend!

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Project Plans

Plans for:

- **Bench** (tfguild.org/downloads/Bench.pdf)
- **Bike Shed** (tfguild.org/downloads/BikeShed.pdf)
- **Garden Shed** (tfguild.org/downloads/GardenShed.pdf)
- **Play Structure** (tfguild.org/downloads/ClimbingWall.pdf)
- **Trail Sign** (tfguild.org/downloads/TrailSign.pdf)

Leave your mark! Carve a Guild logo, add an embellishment, make your project your own!

Questions? Want to submit your own design? Need a materials list? Contact [Chris Newman](#) and [Rob Morphet](#)

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document your project

Showcase Your Timber Frame

To promote your event well and give you and your sponsors the best coverage possible, we ask that you provide us with good quality photos and video of your team, your building process, and your structure.

Photos:

While it's nice to have photos from a traditional camera, modern phones take exceptional pictures. We appreciate a mix of landscape and portrait orientation because it gives us more options for print, web, and social media.

Video

Video clips are great! Feel free to share some clips of 30 seconds or less. Video that captures some specific action, like using tools, raising parts of the frame, or panning across the worksite, are best.

About the Photos & Videos

Please include some context for each photo or video clip. Whether it's information about what's happening in the photo ("Chris Newman cleaning up housings on the mini shed") or general information ("the whole team at the end of day 2"), it's extraordinarily helpful to our team as we tell the story of your project.

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document your project

Media, Sponsors, & the Guild

Community outreach is a great way to connect people to this special craft and the built environment! You can expand your impact and build goodwill along with your frame - before, during, and long after the frame is complete.

Local Media:

Connect with your local journalists - whether a traditional newspaper, online-only publication, or local radio (including low-power stations, which are almost exclusively citizen-journalists). We can provide a press release, draft email text, or supporting information. Keep in mind, a personal contact is always more effective - press releases sent to news desks tend to land in the recycle bin, so see if you can find a connection to a person!

Sponsors

You're donating your time and expertise, and this is a good cause that can inspire others to donate goods, funds, and other support! What you're offering is an opportunity to support a community organization, so don't feel like you're "asking" for support: you're inviting participation!

Please ask your sponsors to share high-resolution PNG or JPG versions of their logo or preferred graphic, as well as where we can find their social media and websites - that way we can spread the word about your project and everyone involved in bringing it to life!

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document your project

Media, Sponsors, & the Guild

(cont'd)

For *Scantlings* and other Guild media:

We want to share your story! Share with us the “who, what, when, where, how” and even “why,” if applicable. You can do this briefly in an email, or better yet, have a member of your team or other volunteer write up an account of their experience or about the build. You can also send us quotes from participants, sponsors, or someone from the organization you’re supporting with this project.

Questions to get the ball rolling:

- For your frame recipient:
 - Where and how will this structure be used?
 - How did you get connected with [project leader]?
 - Tell us more about your organization - our members appreciate learning about the people and places these frames will serve.
- For team member(s):
 - Why are you working on this project? What brought you here?
 - Are you a timber framer by trade? (this is a chance for them to tell you about themselves)
- For a sponsor:
 - What inspired you to sponsor this project?

40 FRAMES for 40 YEARS

after the project

Celebrating & Sharing

You've finished your project, made some new friends, built deeper relationships in your community.....now what?

- After Guild Community Building Projects, we have a debrief with the volunteers. It's a good opportunity to see each other again and share your success. But it doesn't need to be anything formal - you can do it as part of your celebration of project completion, which is a perfect time to thank your volunteers and sponsors, and recognize your frame recipient for the good work they do!
- Share all the great photos and videos from the project! We will provide you with a link to a photo-sharing site where you and your team can upload all the footage from the project. Please provide a bit of information about each photo or video, including the name of the person who shot it and a little bit of context.
- Surveys - we want to know more! The Guild will be sending out links following completion of your project, and we hope you'll help us by taking and sharing them.
 - Take a survey about your experience - we want to explore future opportunities with our Guild members and also think about how we can better support members.
 - Share a survey with your recipient organization and sponsors.

Frame by frame, we're making the world a more beautiful place - for everyone.



Resources

- [Sponsorship information](#)
- [Document to share with potential frame recipient](#)
- [Sample waiver and release of liability](#)
- [40th Anniversary and 40 for 40 graphics](#) (if you have difficulty extracting a clean graphic, please contact Allison or Valkyrie)

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Sponsor a Project in Your Community

40 FRAMES for 40 YEARS

Small Frames, Big Impact

To celebrate 40 years, Guild members are coming together with friends to share timber framing with their communities and organizations near and dear to their hearts.

Whether it's a trail sign, bus or bike shelter, climbing structure, or bench, our members show their hearts through the work of their hands, and we invite you to join them in making your community a better place.

Become a Sponsor

The Timber Framers Guild will celebrate “40 for 40” sponsors across our social media channels as we feature every build and community served. Sponsors will also be recognized at our regional events, during our national conference, and in our member magazine at the end of 2025.

\$1,000 donation - Gold Sponsor

- Logo featured on 40 for 40 webpage
- Logo & name featured at the project site
- Logo & name featured on social media posts related to the project and program
- Recognition at nearest regional event
- Recognition at national conference
- Recognized in November/December issue of Guild member magazine
- Complimentary copy of Nov/Dec member magazine
- One-year complimentary digital membership

To donate: hit the QR code, visit tfguild.org/donate, or contact us at 40for40@tfguild.org



\$500 donation - Silver Sponsor

- Logo & name featured on social media posts related to the project and program
- Recognition at nearest regional event
- Recognition at national conference
- Recognized in November/December issue of Guild member magazine
- Complimentary copy of Nov/Dec member magazine

\$250 donation - Bronze Sponsor

- Logo & name featured on a social media post for the 40 for 40 program
- Recognition at nearest regional event
- Recognition at national conference
- Complimentary copy of Nov/Dec member magazine

\$50 or \$100 donation

- Logo or name featured on a social media post for the 40 for 40 program
- Recognition at national conference
- Complimentary copy of Nov/Dec member magazine

40 FRAMES for 40 YEARS

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a more beautiful place - for everyone.***

About the Timber Framers Guild

For four decades, frame by frame, the Timber Framers Guild has built a community for craftspeople across North America and beyond. Getting connected, sharing knowledge, and creating beautiful frames is at the heart of who we are and what we do.

About the 40 for 40

To celebrate the Guild's 40th anniversary, members from across North America are building small timber frames to make the world a more beautiful place and benefit organizations near and dear to their hearts.

Help Us Bring a Timber Frame to Your Community

Raised by two people or ten, these small frames have a big impact, becoming a permanent part of your community, campus, park, or project.

Designed, built, and raised for you, by us

Guild members will share designs with your organization and help you identify the small frame that will best serve your needs. They'll work with you to prepare for your frame, put together a small team, and get the frame cut and raised over the course of a long weekend.

Celebrating with you

Through the 40 Frames for 40 Years Program, the Guild seeks to engage members in personal action, bring new voices and people to the table by inspiring connection through timber framing, and celebrate both our anniversary and the vibrant organizations that make our members' communities vibrant and unique.

We will highlight your organization and project on our social media channels and in our member magazine and build community with you in the course of these small projects.

Our goal: work with you in space-making that is enhanced by the beauty of timber crafted by skilled hands.



Visit:
tfguild.org/40-frames-for-40-years

or email: 40for40@tfguild.org



WAIVER AND RELEASE OF LIABILITY

This Release and Waiver of Liability (the “Release”) executed on the date written below by the undersigned participant (“Volunteer”) in favor of _____, and their officers, directors, affiliates, assigns, volunteers, employees, and agents (collectively, “**Host**”).

Volunteer desires to engage in the activities related to being a volunteer at (the “Project”). Volunteer understands that the Project includes, but is not limited to crafting timber frames and other items for various communities. In consideration for being permitted to participate in the Project, volunteer hereby freely, voluntarily, and without duress executes this Release under the following terms:

Release and Waiver. Volunteer does hereby and forever release, waive, discharge, and indemnify **Host** from any and all claims, liability, injuries, losses, damages, or costs of any kind or nature that arise from, are caused by, or are related in any way to the Activities. In addition, Volunteer does hereby agree to indemnify and hold **Host** harmless from any loss, liability, damage, or cost which they may incur as a direct or indirect result of his/her participation in the Activities, including but not limited to medical, health, or disability insurance in the event of injury or illness.

Volunteer acknowledges, fully understands, and agrees that he/she is providing **Host** with a release, waiver, and covenant not to sue regardless of the actual, potential, or alleged cause of any injury, harm or damage to me and whether or not the injury, harm, or damage was caused, potentially caused, or alleged to be caused by: (i) my own actions or inactions; (ii) the actions, inactions, or negligence of any kind whatsoever of **Host**; and (iii) the actions, inactions, or negligence of any kind whatsoever of any third party. Volunteer further agrees that he/she shall never bring, commence, prosecute, or participate in any action, suit, or other proceedings against **Host** arising out of, concerning, or related to, his/her participation in the Activity, or the actions, omissions, or negligence of **Host**.

Medical Treatment. Volunteer does hereby release and forever discharge **Host** from any claim whatsoever which arises or on account of any first aid, treatment or service rendered in connection with Volunteer’s participation in the Activities.

Assumption of Risk. Volunteer understands and acknowledges that there are risks inherent in participating in the Activities including, but not limited to: the age, nature, stability and safety of the timber framing; other necessary activities to support or complete the timber framing; falling; tripping; the terrain; encounters with insects or other animals; Volunteer’s own sense of balance, physical coordination, and ability to follow instructions; and other acts, incidents, or conditions, whether known or unknown to **Host**.

Representation. Volunteer is physically capable of participation in the Activities and solely responsible for his/her health and safety and Volunteer will observe all applicable laws, rules, regulations, and **Host** policies. Volunteer knowingly agrees to conduct himself/herself in a safe and prudent manner and to assume all risks and liability associated with participation in the Activities, both known and unknown, including injury, illness, claims, or other damages.

Media Release. Volunteer further consents to the unrestricted use in any form of any photographs, interviews, film, videotapes, other visual or auditory recordings, in any medium (including the Internet), of Volunteer that **Host** or others may create in connection with Volunteer’s participation in the Activities. Volunteer waives any right to inspect or approve the finished product and acknowledges that he/she is not entitled to any compensation for creation or use of the finished product.

Code of Conduct. Volunteer agrees to abide by the **Host** code of conduct for the duration of the workshop and understands that **Host** retains sole control of workshop, its conduct, the workshop site, the meal times, the onsite before and after hours, and the camping or billeting sites provided to the Volunteer for their benefit. The Volunteer accepts that the Workshop Manager, in their sole discretion, may end the Volunteer's participation in the workshop for any reason without appeal.

Effectiveness. Volunteer's participation in the Activities may be on a repeat or on-going basis, and if so, Volunteer understand that this Release will continue to be in effect each time Volunteer participates in the Activities.

I HAVE READ, UNDERSTAND, AND WILL ABIDE BY EACH OF THE TERMS AND CONDITIONS OF THIS WAIVER AND RELEASE OF LIABILITY. I AM OF LEGAL AGE TO ACCEPT THESE RESPONSIBILITIES OR, IF I AM NOT OF LEGAL AGE, HAVE OBTAINED THE SIGNATURE OF MY PARENT(S) OR LEGAL GUARDIAN(S), WHO BY HIS/HER/THEIR SIGNATURE(S) AGREE TO BE LEGALLY RESPONSIBLE FOR THE OBLIGATIONS DESCRIBED IN THIS WAIVER AND RELEASE OF LIABILITY AND AGREE TO BE BOUND BY ITS TERMS.

Signature	Printed Name	Date
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Parent/Guardian Signature (if under 18)	Printed Name	Date
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Graphics



40TH ANNIVERSARY



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for 40 YEARS**

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