

DIRECTIONS FOR COMPLETING THE QUILT ENTRY REGISTRATION FORM FOR QUILT CELEBRATION 2018

IMPORTANT DEADLINES

March 8 All quilts must be pre-registered for the show. Entry form(s) and fees must be postmarked no later than March 8, 2018.
Mail forms and fees to:
Lisa Cole-Welby, 855 Pontiac Drive, Lake Orion, MI 48362

April 2 Hand deliver pre-registered entries to First Baptist Church of Lake Orion, 255 E. Scripps Rd, Lake Orion on Monday, April 2, between 2:00 p.m. – 6:00 p.m.

ENTRY REQUIREMENTS

- OCQG reserves the right to refuse entries that do not meet its requirements or to reclassify any entry.
- Quilts entered in any previous OCQG Quilt Celebration may not be submitted.
- All entries must be clean, in good condition, constructed of fabric, contain three layers, and be quilted.
- Each entry must be labeled with the name of the entrant.
- All quilts, except miniatures, must have a hanging sleeve attached to the top of the entry. The finished sleeve must measure 4" on quilts less than 94" wide. Quilts 94" or wider must have a 5" sleeve.
- Crazy quilts, Yo-Yo quilts, Antique quilts and Cathedral Window quilts will be accepted.

PRIZES

- OCQG Member Choice Award - \$50.00.
- Viewer Choice Award - \$50.00
- Vendor Choice Award - \$50.00

ENTRY FEES

- Checks or money orders in US currency only. Include payment for entry fee(s) with Registration Form(s). Make check payable to: Oakland County Quilt Guild.
- Foreign entrants must assume all customs responsibilities.
- Entry fees are non-refundable.
- Member Entries - \$4.00
- Non-Member Entries - \$5.00
- Youth Entries – No Fee

INSURANCE

- For insurance purposes, a color photo of the entry must be received. The preferred method for the photo would be to e-mail it to welby_lisa@comcast.net Please include your name and quilt name in the subject line. If you do not have access to e-mail, photos no larger than 4"x6" must be sent with your registration.
- Accepted quilts should be insured through the owner's individual insurance company. OCQG will insure each quilt against a major catastrophe from the time we receive the quilt until it arrives back to the owner as follows:

INSURANCE MAXIMUMS

Length + width less than 60" \$100 maximum
Length + width between 60" – 120" \$200 maximum
Length + width greater than 120" \$250 maximum

ARRIVALS AND RETURNS

UPS Entries – If you are not able to drop off your quilt in person, we will accept quilts that are shipped. Please contact Lisa Welby @ welby_lisa@comcast.net if you plan on sending a quilt. **SHIPPED ENTRIES MUST BE RECEIVED BY March 26, 2018.**
LATE ENTRIES will NOT be accepted.

- Shipped entries will be accepted from UPS only.
- Put your name and address on a 3x5 card inside the fabric sack containing your entry. Put the sack in a plastic bag. Put the plastic bag in a sturdy carton and use strapping tape to close. Do not pack box with loose Styrofoam peanuts.

UPS Returns

- Entries will be returned in the same box and packing.
- When you ship your entry, enclose in an envelope: A **PRE-PAID SHIPPING LABEL**
- Quilt will be shipped within a week of the closing of the show.
- Remember that UPS cannot deliver to US Postal Box numbers.

Hand Delivered Entries

- Pre-registered, hand delivered entries should be brought to First Baptist Church of Lake of Lake Orion on Monday, April 2, 2018, between 2:00 p.m. – 6:00 p.m.
- Please plan to spend some time with us when you drop off the entries. Time is needed to check paperwork and verify the condition of the quilts.

Pick-ups

- Entries will be released for personal pick-up between 6:00 p.m.-7:00 p.m. on Saturday, April 7, 2018, in the gymnasium at the show location: CERC Building, 455 E. Scripps Road, Lake Orion, MI 48360.
- A photocopy of the entry form must be presented for quilt pick-up. The person receiving the items will sign for all entries.

QUILT ENTRY REGISTRATION FORM FOR *Quilt Celebration 2018*

A separate form must be completed for each entry. Photocopies of this form are acceptable.
PLEASE KEEP A COPY OF THIS FORM TO BRING WITH YOU WHEN YOU PICK UP YOUR QUILT!

ENTRY INFORMATION

Please refer to accompanying directions for completing this registration form.

Name _____

E-mail address _____

Address _____

City _____ State _____

Zip _____ Phone () _____

Quilt Title _____

Quilt Size (attach correct size hanging sleeve)

Length _____ Width _____

INSURANCE VALUE (see instructions) \$ _____

ENTRY FEE ___ \$4.00 Member
 ___ \$5.00 Non-Member

Checks payable to Oakland County Quilt Guild
Entries must be postmarked by March 8, 2018.

A photo of your quilt must accompany entry.

___ E-mailed to welby_lisa@comcast.net
 ****Preferred method

___ Attached (no larger than 4x6, digital photos
printed on plain paper are acceptable)

ARRIVALS AND RETURNS

Please indicate below the method by which entry will be delivered and returned.

_____ Deliver via UPS

_____ Return by UPS

_____ Hand Deliver to First Baptist Church of Lake Orion

_____ Will pick up at end of show at the show location (CERC)

(Bring a copy of this form for each quilt being picked up)

Name of person picking up quilt if other than the quilt entrant _____

AGREEMENT

I have read the entry requirements and agree to abide by the rules and decisions of Oakland County Quilt Guild. I understand that OCQG and the C.E.R.C. will take every precaution to protect my quilt(s) during the event but cannot be held responsible for acts of God beyond their control. I give permission for my quilt(s) to be photographed and the photos used in any publication related to the event.

Signature

Date

Show Committee Use Only

Entry # Assigned _____

Date Form Received _____

Total # of Entries submitted _____

Fees Received: _____

Entry Received and accepted _____

Date Returned _____

Walk-in Returned to _____

Signature

Released by _____

QUESTIONS? Contact Lisa Cole-Welby at 248.505.2246

Please complete information for quilt label and/or show catalog

Entrant's Name _____

Entry Made by _____

Entry Quilted by _____

City _____ State _____ Year Entry Made _____

Title of Entry _____

Brief Description _____

Pattern Used _____ Pattern Designed by _____