

**DIRECTIONS FOR COMPLETING THE QUILT ENTRY  
REGISTRATION FORM FOR *QUILT CELEBRATION 2006*  
Show date: April 21-22, 2006**

**IMPORTANT DEADLINES**

- March 1<sup>st</sup>** All quilts must be pre-registered for the show.  
Entry form(s) and fees must be postmarked no later than March 1, 2006.  
**Mail forms and fees to:**  
Marti Wallace  
128 Helene Ave.  
Royal Oak, MI 48067
- March 1<sup>st</sup>** Photos of entries due: email to [martmart00@yahoo.com](mailto:martmart00@yahoo.com)  
Send 4x6 prints to Marti Wallace at above address
- April 10<sup>th</sup> – 12<sup>th</sup>** Shipped entries will be accepted from **UPS** only.  
Shipped entries **must** be pre-registered and **must** arrive between April 10<sup>th</sup> – 12<sup>th</sup>.  
**UPS Entries to:**  
Amy Schuster  
211 Saxon Court  
Rochester Hills, MI 48307
- April 17<sup>th</sup>** Hand deliver pre-registered entries to First Baptist Church of Lake Orion, 255 Scripps Rd, Lake Orion on Monday, April 17<sup>th</sup> between 2:00 p.m. – 7:00 p.m.

**ENTRY REQUIREMENTS**

- OCQG reserves the right to refuse entries that do not meet its requirements.
- 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.
- A hanging sleeve must be attached to the top of all entries 48" and over. The finished sleeve must measure 4 1/2" on quilts 48"- 94" wide. Quilts 94" or wider must have a 5 1/2" sleeve.
- 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 [martmart00@yahoo.com](mailto:martmart00@yahoo.com). Please include your name and quilt name in the subject line. If you do not have access to e-mail, photos no larger than 4x6" must be sent with your registration form.

**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.
- No refunds after April 1<sup>st</sup>, 2006.
- Entry Fee: \$4.00 for each item registered.

## INSURANCE

- Your entry is insured while it is in OCQG possession (see restrictions below). It is the entrant's responsibility to insure quilts in transit.
- For insurance purposes, a quilt value **must** be indicated.  
If the entry form claims a value higher than the below stated maximums, the entry must be accompanied by a written appraisal form from a *certified quilt appraiser*.  
Length + width less than 60" .....\$100 maximum  
Length + width between 60"-120" .....\$200 maximum  
Length + width greater than 120" .....\$250 maximum  
Garments.....\$125 maximum

## ARRIVALS AND RETURNS

### **UPS Entries**

- 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-addressed return label
  - A check or money order in US Currency for the exact amount of shipping/insurance made payable to Oakland County Quilt Guild.
- Quilts will be held and the owner notified by mail if insufficient funds for return shipment are received.
- Entries will be insured when they are returned according to funds provided by the entrant.
- 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 17, 2006 between 2:00 p.m. – 7:00 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 22nd at First Baptist Church of Lake Orion.
- *A photocopy of the entry form must be presented for quilt pick-up.* The person receiving the items will sign for all entries.