

## PVQA 2023 QUILT SHOW ENTRY GUIDELINES

- VOLUNTEER.** To enter quilts in the show, members are required to do four (4) hours of volunteer work. Sign up at any general meeting with the Volunteer Coordinator or [easily find and sign-up for a job by following this link to SignUp Genius](#). Committee Chairs are willing to work with you should you require an exception to this guideline.
- ENTRY FORMS.** An online entry form must be submitted for each entry. If you are unable to use the online form, contact the Entry Form Co-chairs Kristie Shulman and Alexandra Burke at [show-entry-form@pvqa.org](mailto:show-entry-form@pvqa.org) or find their contact info in your roster.
  - The online entry form for items entered in the General Exhibit can be found on the PVQA website under the Quilt Show tab – **2023 General Exhibit Entry Form – Please note: The deadline to enter your quilt(s) is Monday, December 19<sup>th</sup>, 2022.**
  - The online entry form for the Live Auction can be found on the PVQA website under the Quilt Show tab – **2023 Live Auction Entry Form. Please note: The deadline to enter quilts for the Live Auction is Tuesday, January 31, 2023, or after 42 entries have been accepted, whichever comes first.**
- PHOTO.** A photo MUST be provided with each entry. If you are unable to upload a photo when submitting your online entry form, please contact Entry Form Co-chairs Kristie Shulman and Alexandra Burke at [show-entry-form@pvqa.org](mailto:show-entry-form@pvqa.org) or find their contact info in your roster to arrange a way of submitting a photo.
- FOUR-INCH SLEEVE.** Each quilt must have a 4" sleeve securely sewn to the top back upon delivery. Failure to provide a sleeve will result in your quilt not being exhibited.
- QUILT LABEL/CLAIM CHECK.** Each entry must have the 2023 Quilt Label/Claim Check sewn onto the back of the item. You can download the Quilt Label/Claim Check from the PVQA website under the Quilt Show tab – **2023 Quilt Label/Claim Check.**
- ACCEPTANCE.** Entries are accepted at the discretion of the Layout Committee. **Maximum number of quilts to be accepted is 300 quilts.**
- LIMITS.** Enter up to five (5) quilts. A separate online entry form must be submitted for EACH quilt. If entering multiple quilts, indicate each quilt's priority (1-5) on the General Entry form and it will be included if space permits. Wearables and display case items are not included in this limit.
- FEES.** PVQA members MUST do four (4) hours of volunteer work. Artists under 18 are free. Non-members pay \$20 per entry.
- WEARABLE ARTS.** Wearables entered in the general exhibit remain in the exhibit for the entire show. If you have questions about Wearable Arts, contact Gaby Litsky or Nancy Hanson at [gswearables@pvqa.org](mailto:gswearables@pvqa.org)
- LIVE AUCTION.** To enter items in the action, fill out the online Auction Entry form or contact Kristine Ebersole or Ann Rauen at [liveauctionchair@pvqa.org](mailto:liveauctionchair@pvqa.org). Submission deadline is Tuesday, January 31, 2023, or when 42 entries have been accepted, whichever comes first.
- ITEMS FOR SALE.** You may offer your quilt(s) for sale. Please read the guidelines on the next page.
- WITHDRAWALS.** To withdraw an entry please contact Heidi Sandkuhle or Nicole Pullman at [quiltshowlayout@pvqa.org](mailto:quiltshowlayout@pvqa.org) as soon as possible.
- DEADLINE.** All Entry forms must be submitted by December 19, 2022. **Plan ahead – be on time. Submissions will NOT be accepted after Monday, December 19th!**

**Please use the checklist provided on the next page!**

## Checklist

- Completely fill out the online entry form
- Submit your online entry form for the General Exhibit (includes quilts, display case items, wearables) by Monday, December 19, 2022. Each entry MUST have a photo uploaded.
- Attach a 4-inch sleeve to the top back of each quilt.
- Print and fill out quilt label/claim check. Attach to back in lower left as shown on the quilt label/claim check page.
- Entries must be in good condition: free of dirt, pet hair and unpleasant odors. PVQA reserves the right to refuse items that do not meet these criteria.
- Bring entry to Crosetti Bldg. at the Fairgrounds on Friday, February 24, 2023, between 8:30 and 10:00am.
- Pick up entry at Crosetti Bldg. on Sunday, February 26, 2023, between 4:45 and 5:15pm. Present your claim check

## Sales Guidelines

- Seller determines price. PVQA will collect a commission of 25% of the Sales Price, not including sales tax. Thus, you will receive 75% of the Sales Price listed on your item. Please price your items accordingly.

To calculate the Sales Price, determine the amount you would like to receive. Divide this number by .75. Round up to nearest dollar.

For example, if you wish to receive \$200, calculate the price as follows:

$$\begin{aligned} \$200 \div .75 &= \$266.669 \\ \text{Round up to the nearest dollar} &= \$267 \\ \text{Sales Price} &= \$267 \\ 75\% \text{ to Seller} &= \$200.25 \\ 25\% \text{ to PVQA} &= \$66.75 \end{aligned}$$

- 9% sales tax will be added to your Sales Price and collected from the buyer.
- Payment will be mailed to seller within 14 days after the show closes.
- Quilts are to remain in the show. Buyers will receive a claim check to pick up quilts from the Crosetti Building, between 4:45 and 5:15pm on Sunday, February 26, 2023.