



Clamshell Quilt Guild
Quilts All Around the Town
2023 Quilt Registration Form Instructions
Entry Submission Deadline: May 17, 2023

Our registration form is available on the Clamshell Quilt Guild website allowing you to enter your quilt into the Clamshell Quilt Guild's **Quilts Around the Town** show. The registration form includes critical information needed for notification, sale of your quilt (if desired), displays of quilts in the individual shops, tracking of quilts while the show is in progress and the accurate return of quilts at the conclusion of the show.

Early Registration

Remember, your quilt does not need to be finished to be registered! Early registrations (from February to April) will be entered into a drawing to win a one of two (2) prizes – either a \$50 gift certificate for quilting services from Jesse Gardner or a \$50 gift certificate from That's Sew Debbie. The earlier you enter the more chances you will receive as noted below.

- February registration gets 3 tickets per quilt entered
- March registration gets 2 tickets per quilt entered
- April registration gets 1 ticket per quilt entered

Instructions for Completing the Form

1. Adobe Acrobat Reader or Adobe Acrobat DC can be used to print the 2023 Registration form. A free version of the most recent version of Adobe Acrobat Reader (22.003.20314) is available from the following link for most devices:

<https://get.adobe.com/reader/>

Depending upon your computer's configuration, your web browser, not Adobe Acrobat, may be used to open and print the form.

2. The following information will help you complete your registration form:
 - The size of your entry is critical to ensuring proper placement. Please round the dimensions of your entry to the nearest inch and enter into the **Width** and **Length** fields.
 - We hope that every member will submit at least one entry for the quilt show and expect that many members will submit multiple entries. If we do not have enough space to display all of the entries, we will use your **Display Priority** to ensure that your favorite submissions are included in quilt show. Please assign a **unique** value for the **Display Priority** to each entry. The lower the number, the higher you rank the entry for inclusion in the quilt show. All quilts assigned a **Display Priority** of **1** will be included in the quilt show but, remember, you can only have one entry with a **Display Priority** of **1**.
 - Your **Preferred Phone** is the phone number that will be used to contact you regarding your entry form, quilt drop-off/pickup and if your quilt is offered for sale during the show.
 - The **Description** is limited to 775 characters to ensure your description fits on the label attached to your quilt when it is on display.



3. Guild members can submit one quilt made by each child or grandchild. Please enter the child's name in the **Made By** field and age in the **Age of Child** field. These quilts will be displayed in a special shop for future quilters.
4. Registered quilts can be offered for sale. The quilt show booklet and your quilt's display description will indicate that the quilt is for sale. The Information Desk will have a list of the quilts for sale with the sale price from your registration form. They will share your sales price and take the contact information of potential buyers. You are responsible for following up with potential buyers.

Important Notes for Quilts Offered for Sale:

- As with all quilts submitted to the quilt show, registered quilts should be displayed for the first time at our 2023 show.
 - Your quilt must remain on display for the entire show.
 - You or the individual you designate at intake, not the buyer, must pick up your quilt during deregistration.
 - You must make arrangements with the buyer for payment and delivery of your quilt.
5. Submit one form for each item that you are entering into the quilt show.
 6. A registration form must be completed and submitted for each quilt entered to the Color Wheel Combinations challenge, the Scavenger Hunt Quilt challenge and the Postcard challenge. Challenge quilts will not be automatically entered into the show.
 7. A photo (no larger than 4" by 6") showing **all** of the quilt or other item is required for each entry. It will be used to select the best place to display your entry. Photos can be provided by:
 - Emailing the photo to the cqg_registration@aol.com email address;
 - Having the photo taken at a guild meeting during the registration period;
 - Bringing a hard-copy of the photograph to the meeting.
- Note:** Your entry is not complete unless the photo is provided. Entries that are missing their photo will **not** be included in the quilt show.
8. If you email the photo, please send a separate email for each photo and be sure to include the name of the entry in the subject or body of your email.
 9. Please read and sign release electronically by entering your name into the **Signature** field. Your entry will not be exhibited without a signed release.

Questions About Registration

Please contact Debbie Dowling via email at deetzah@aol.com if you have any questions about the form or need assistance with the self-registration process.