

KENAN QUILTERS' GUILD QUILT SHOW REGISTRATION INSTRUCTIONS
"Quilts at the Kenan 2023" – NOVEMBER 3-5, 2023

ALL QUESTIONS TO NANCY SMITH, 716-417-5762 OR nesmithmmb3@yahoo.com

(Non-Members' Items Welcomed Within Guidelines Below)

ENTRY LIST – Due by Friday, September 15, 2023 (SORRY, NO EXCEPTIONS)

Complete the applicable Google Form or provide a list of your items for entry. The Member or Nonmember Entry List forms and Google link are on our website: www.kenanquiltersguild.org

This must include your identifying information, the name of each item and its size. Please list the items in the appropriate category (Small, Medium, Large) using the sizing information on the form.

Items completed in a Kenan Quilters' Guild Class may be entered in addition to the limits listed below. We will display these together in a special area. Please identify these items in the Workshops section of your Entry List.

Members: Up to TEN in each size category (total of 30). Nonmembers: ONE in each size category (total of 3). KQG class: ONE per class.

NOTE: Only items not previously exhibited in a Kenan show are eligible for this show. KQG reserves the right to add prior Storybook Quilts for completing a special display if needed.

List your items in the priority you want them included. We review all entries on a first come basis using the FIRST FIVE of members' items, then nonmember items in each size category to determine overall number for the show. Then we take the next member quilt in each size category till we reach capacity for hanging space.

We will confirm to you which of your entries are included no later than **Saturday, September 30, 2023.**

ENTRY DESCRIPTION FORMS – Due by Friday, October 13, 2023

Each quilt entered requires a detailed description for the label attached to the front of the quilt during the show. A Google Form is available on the main page www.kenanquiltersguild.org. Submit one description form for each entry – the ITEM TITLE must match what you put on your ENTRY LIST.

If you need a PDF to print and mail or a WORD document, they are in the Biennial Quilt Show section of www.kenanquiltersguild.org

Please email any WORD or legibly scanned PDF copies to nesmithmmb3@yahoo.com

Please send any paper copies to Nancy Smith at: 7201 Woodmore Ct, Lockport, NY 14094

A PDF is also available at www.kenancenter.org/Kenan-quilters-guild

KENAN QUILTERS' GUILD SHOW – QUILT DESCRIPTION FORM – NOV. 3-5, 2023

Last Name _____

First Name _____

Phone: _____

Kenan Quilters' Guild Member: Yes _____ No _____

Exhibited Item Information (used for hanging decisions, program, etc.):

Title of Item MATCHING your entry list:

Maker: _____ (if different from Exhibitor)

Owner: _____ (if different from Exhibitor)

Pieced by: Machine _____ Hand _____

Appliqued by: Machine _____ Hand _____

Quilted by: Domestic Machine _____ Longarm _____ Computerized machine _____ Hand _____

Quilted by whom: Self _____ Other _____

If they are a professional quilter available for hire, please provide contact information:

Was this from a kit? Yes _____ No _____

Pattern Name: _____ Copyright permission: Yes _____ No _____

Pattern Designer: Self _____ Other _____

Is this item for sale? No _____ Yes _____

Story (50 words or less): A brief description e.g., design inspiration, special features/technique, story of quilt, etc. THIS HAS TO FIT ON THE LABEL WE HANG AT THE QUILT SHOW.

Quilt Identification Instructions – For Drop Off / Pick Up – See dates below

The next page (page 4) contains pictures of how your labels should be attached to your item at drop-off. Please use this reference to ensure quick processing of your item.

Each item must be in **its own clear plastic bag** to ensure protection of your quilt during storage and handling. You most likely will not receive the same bag back at pick-up; please plan accordingly.

ALL quilts must have a 4-inch-deep sleeve at the top for hanging, pinned, or stitched in place across the **FULL** width of the item. If your item is greater than 100 inches in length, the sleeve must be positioned so the **TOP EDGE** of the sleeve measures **no more than 104 inches from the bottom edge of the quilt** (this avoids dragging on the floor). We will **NOT** be pinning on sleeves or pinning items to curtains, etc. while hanging the show. If you need more information, please call Nancy Smith – 716-417-5762 before drop off day.

Quilt Identification Forms (labels) Required for Drop Off / Pick Up

Each item must have a set of labels attached to ensure proper identification when dropping off and picking up. Detailed instructions appear below, and the labels are on page 5 of this document. Make as many copies of page 5 as needed to ensure one set of labels for each item. Use the picture on page 4 for reference (note pictures are for placement only as the actual label format may change slightly for a specific show year).

The label page has three parts:

- Part 1 is your claim form where we will add the item number and return it to you during drop-off. You will need this to pick up your entry after the show. If you designate someone else to pick up your entry, they will need this form.
- Parts 2 and 3 must be **SAFETY PINNED** (see picture – 2 PINS is sufficient) to your entry before you bring it to us. We will verify they match and add the item number to each label at time of drop-off.
- Please **fold your item front side out**. When you flip up the lower right front corner with Part 3 of the labels, it should reveal Part 2 of the labels on the lower right back corner. A picture is available at our website: www.kenanquiltersguild.org under Biennial Quilt Show and on page 4 of this document.

Drop-off:

Kenan Arena, 195 Beattie Avenue, Lockport NY 14094 on:

Sunday, October 29, 2023 – 11:30 am – 6:00 pm

Pick-up:

Kenan Arena, 195 Beattie Avenue, Lockport NY 14094 on:

Sunday, November 5, 2023 – 5:30-7:00 p.m.

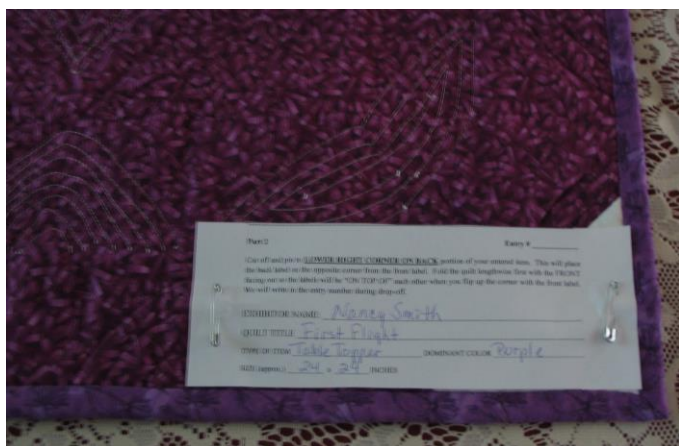
By signing at drop-off, you acknowledge acceptance of the following: Kenan Quilters' Guild (KQG) reserves the right to edit each entry description for grammar, punctuation, and reduction of wording to fit available space. Submission of this item implies permission to photograph it for use in KQG and Kenan Center, Inc. records, publicity, and/or promotional purposes. KQG does not assume responsibility or liability for damage to or loss of the item from time of drop-off through pick-up for this show. Please check your homeowner's or renter's policy for coverage. Entries accepted and displayed are at the sole discretion of KQG.

Please read the instructions on the labels page very carefully. Parts 2 and 3 of that form need to be in specific locations and attached using safety pins so we can verify all parts match at drop-off.

Placement of Part 3 on Front of Quilt – Lower Right Corner



Placement of Part 2 on Back of Quilt – Lower Right Corner



Folded Lengthwise to Line Up Parts 3 & 2 for Drop-off and Number Assignment



Kenan Quilters' Guild Quilt Show - NOVEMBER 3-5, 2023
QUILT IDENTIFICATION FORM
Drop-off and pick-up take place at the Kenan Arena, 195 Beattie Ave., Lockport NY
(Contact phone: Nancy @ 716-417-5762)

Part 1

Entry # _____

Please bring this copy with you for drop-off and pick-up. We will write in the entry # during drop-off.

KEEP IN A SAFE PLACE – THIS IS YOUR CLAIM CHECK

NAME _____

ADDRESS _____

PHONE: PRIMARY _____ OTHER _____

ITEM TITLE _____

SIZE (approx.) _____ x _____ INCHES Item # _____ of _____ items

Drop-Off: Sunday, Oct.29 – 11:00 am – 6:00 pm **Pick-Up:** Sunday, Nov. 5 – 5:30 pm - 6:30 pm

Part 2

Entry # _____

Cut off and pin to **LOWER RIGHT CORNER ON BACK** portion of your entered item using **2 SAFETY PINS**. This will place the back label on the opposite corner from the front label. Fold the quilt lengthwise first with the FRONT facing out so the labels will be "ON TOP OF" each other when you flip up the corner with the front label. We will write in the entry number during drop-off.

EXHIBITOR NAME: _____

ITEM TITLE _____

SIZE _____ x _____ INCHES QUILT # _____ of _____ quilts

Part 3

Entry # _____

Cut off and pin to **LOWER RIGHT CORNER ON FRONT** of entered item using **2 SAFETY PINS**. Fold the item lengthwise first with the FRONT facing out and place in a clear plastic bag **WITH THIS TAG SHOWING**. We will write in the entry # during drop-off.

ITEM TITLE _____

SIZE: _____ x _____ INCHES MEMBER: YES ___ NO ___

ROW _____ POSITION _____ (For KQG Use Only)