

## Gallery Policies 2022

1. You must be a member of the Asheville Quilt Guild. All Gallery quilts must be made by you or a group of Asheville Quilt Guild members.
2. Sales will be handled by the Gift Shop. You must have a Crafter number. You can obtain this from the Gift Shop Chair Sandy Wolf, (864) 236-8221.
3. Applications must be in the hands of the Gallery Chair Jeannine Davies by **Tuesday September 20<sup>th</sup>**.
4. Applications are available on the AQG website (Member Log-in, Business Forms & Logo, Gallery Application) and **can be filled out on a laptop or desktop computer equipped with Adobe Reader**. Hard copies will be available at guild meetings.
5. All quilts must be clean, i.e. no odors, pet hairs, spots, and the like.
6. All quilts larger than 24" x 24," must have a sleeve with an opening of four (4) or more inches attached to the top back of the quilt. The sleeve must have  $\frac{1}{4}$ " –  $\frac{1}{2}$ " of slack between the outer edge of the sleeve and the quilt back. Top of sleeve may not be more than 90 inches from the bottom of the quilt.
7. All quilts must have a (temporary) paper tag provided by the maker attached to the front bottom left corner stating the name of the quilt, the maker, and the price. When you check in your quilt(s), we will ask you to verify that our label matches your tag. This helps insure that quilts are labeled accurately.
8. **All quilts must be checked in Thursday, September 29 (quilt hanging day), between 9 a.m. and 11 a.m.**
9. Quilts will be hung in the order of applications received and priority of selling quilts designated by the maker to the best of our ability according to space available.
10. Prices are set by the applicant.
11. **Unsold quilts must be picked up on the last day of the show after the show closes starting at 4:45 p.m.**
12. All proceeds from the Gallery come from sales of quilts to show attendees. AQG retains a 15% commission and will handle the sale. The remaining 85%, via a check from the AQG, will go to the members who sold products.
13. Every effort will be made to safeguard your items, but the guild cannot be responsible for lost or stolen items.

Gallery Chair: Jeannine Davies, 571-235-7266, j9davies@verizon.net