



2017 Asheville Quilt Show

Quilt Delivery, Pick-up and Return Instructions

To ship your quilt to us:

1. All mailed quilts **must be received no earlier than Sept. 11 and no later than Sept. 21**. Quilts received after **Sept. 21** will be returned.
2. Send quilt(s) in a returnable box - No Foam Peanuts
3. Enclose "Mail Return Check List" (below)
4. Enclose completed **Prepaid** Return Shipping Labels*
5. Enclose a pre-addressed, stamped postcard that will be returned to you to confirm receipt of your quilt(s).
6. All quilts must have an attached **sleeve and a label cover**. Please refer to Quilt Show Rules 6 and 7.
7. Do **NOT** send pillowcases or any type of special covers or accessories with your quilts!! We don't have a method of keeping those items with your quilt or ensuring that those items won't get misplaced; therefore, we cannot accept responsibility for them.
8. If you wish to ship your quilt with "signature required", please ship via the **US Post Office**. In our area, this is the easiest method for receiving packages when signatures are required.

Mail your quilt(s) to: **Elizabeth Devereaux**
 2003 Viburnum Lane
 Asheville, NC 28803

If AQG is shipping your quilt back to you, it will be shipped within two days after the show closes.

***Note:** Stamps are an acceptable alternative to a prepaid return shipping label if your return shipment is via USPS. If you include stamps, please prepare and include a return shipping label for your box.

Mail Return Check List

- Enclose this form in the box with your quilt(s).**
- Specify your prepaid shipping preference - Prepaid UPS Prepaid USPS Prepaid FedEx
- Enclose completed **prepaid** return shipping labels*
- Enclose pre-addressed, stamped postcard
- Optional: Insure quilt(s) for \$_____ (include proper prepaid and completed forms).

Quilt Name _____

Entrant's Name _____

Address _____

City, State and Zip _____

Phone _____ Email _____

2017 Asheville Quilt Show
 Quilt Delivery, Pick-up and Return Instructions, Continued

To deliver your quilt by hand:

Fill out the “Hand Delivery Quilt Receipt” (below) – one for each quilt you’ve entered -- and bring it, along with your quilt(s), to the **WNC Agricultural Center – Davis Event Center** on **Monday, Sept. 25th** between **10:00 am and 2:30 pm**. Please ensure that your sleeves are properly attached and that your labels are covered as required by Rules 6 and 7 prior to delivering your quilts. Quilts delivered without a **sewn** sleeve in compliance with Rule 6 will **NOT** be accepted.

Direction Information to the WNC Agricultural Center:

I-26, exit 40, Airport Rd, Gate 5, Across from AVL Airport

To pick up your quilt by hand:

On **Sunday, Oct 1st** at the WNC Agricultural Center Davis Event Center, you may pick up your quilt after **5:30 pm**.

- Pickup Group Numbers will be assigned prior to dropoff day (Sept 25th) based on the order of receipt of the quilt entries. An email containing group numbers will be sent out the weekend prior to dropoff day and a listing will be posted on Dropoff Day and at the Quilt Show on Oct. 1st. If you are picking up multiple entries, you may pickup based on the earliest group number you have. *(You may write the group number on the back of your receipt).*
- You must have your “Hand Delivery Quilt Receipt” (below) or postcard (see #5 of shipping instructions on previous page) in order to retrieve your judges’ critique and quilt.
- Your receipt/postcard must be validated prior to picking up your critique and quilt. This validation will occur on Sunday at the first station when your group number is called, **no earlier than 5:30 pm**. *[Because Group Numbers will have been assigned prior to dropoff on Sept. 25th, there is no need to arrive earlier than 5:30. Once pick up has begun, it will take 45-50 minutes to process all groups.]*
- Monetary awards will be mailed.

Hand Delivery Quilt Receipt and Pickup Form

- Complete one receipt per quilt and **bring with you when you drop off your quilts.**
- Keep this signed receipt!! You or the designated person picking up your quilt on Sunday, Oct. 1st must have this receipt with them when they come to pick up the quilt.

| Hand Delivery Quilt Receipt and Pickup Form | | |
|---|--|----------------------------|
| <i>Entrant to fill out this portion</i> | <i>By staff at drop-off</i> | <i>By staff at pick-up</i> |
| <ul style="list-style-type: none"> • Complete this portion of this receipt - one receipt per quilt- MUST accompany quilt to drop-off. • This receipt will be signed by staff at drop-off. • On Sunday Oct 1st this receipt MUST be validated before you or your representative receives your quilt by presenting this receipt. <p>Quilt Name _____</p> <p>Entrant’s Name _____</p> | <p>Quilt Number:</p> <p>Received by:</p> <p>_____</p> | |