

## **Pioneer Quilters' Guild Quilt Sale Guidelines for Consignment Quilts**

1. "Seller" can be a guild member only.
2. Any quilt entered in the Quilt Sale must be a completely finished quilt. No quilt tops will be accepted to sell in the Quilt Sale. Quilts measuring 36" x 36" or less and any quilt with a pre-printed panel will be sold in the Boutique. See Boutique Guidelines for more information on the sale of these quilts. When necessary, the Quilt Sale and Boutique Coordinators can make an exception to where a quilt will be sold.
3. If the quilt is sold, the seller will receive 90% of the quilt sale price if they volunteer to work at the quilt show; 80% if they do not work at the show.
4. Each seller is required to complete an Inventory Control Sheet listing all quilts for sale. Each quilt is required to have a tag safety pinned to the quilt back with the inventory control number and price on both parts of the tag. Please refer to the "How to Fill Out the Inventory Sheet and Tags" under Boutique forms for directions. A description of the quilt is optional on the tags. A copy of the completed Inventory Control Sheet will accompany the quilt / quilts at Check In. Additional copies of the Inventory Control Sheet are the responsibility of the seller.
5. The Inventory Sheet and tags will be available at a monthly meeting starting in August. All forms are available on our website, [www.pioneerquilters.org/forms](http://www.pioneerquilters.org/forms) and can be copied as needed.
6. An Inventory Control Number will be assigned to each seller for sales control purposes. A control number with individual numbers will be used for the sale of each quilt and for cash settlement purposes. This number will be provided by the Quilt Sale Coordinator.
7. All quilts are priced in dollar increments. DO NOT ADD SALES TAX - this will be added at the time of the sale.
8. The seller will deliver the quilt/quilts to the Quilt Sale Check In on the night of the setup of the Quilt Show, from 5-6pm. A completed Inventory Sheet is required at Check In. A 4" sleeve can be sewn to the quilt. Please DO NOT USE PINS to attach a sleeve. Not all quilts can be hung but as quilts are sold the hung quilts will be rotated.
9. All unsold quilts are to be picked up by the seller at the end of the Quilt Show. Check Out time is 4:30 -5pm on Sunday. Your Inventory Control Sheet is required to pick up your quilt(s).
10. The seller will receive all monies due to them within two weeks after the Quilt Show.
11. The Quilt Sale Coordinator and Quilt Show Committee have the final approval of the quilts being sold in the Quilt Sale.