

2023 Festival of Quilts Exhibition Handbook



FESTIVAL OF QUILTS 2023 CATEGORIES
ONLINE ENTRY FORM GUIDELINES
CONDITIONS OF ENTRY
PREPARING A QUILT FOR EXHIBITION

All forms and documentation relating to the Exhibition can be downloaded from the Guild website:

www.saquilters.org.au

2023 FESTIVAL OF QUILTS COMMITTEE MEMBERS

Ann Ewer	Convenor	0414 364 100
Jan Goulter	Treasurer & Raffle Manager	0438 811 684
Chris O'Brien	Entries Manager	0421 319 891
Margaret Hurrell	Entries Assistant	0419 860 757
Wendy Hunt	Sponsorship Manager	0439 711 425
Anne Marie Serrano	Artistic Director	0408 696 035
Dione Gardner-Stephen	Handbook Manager	0406 498 074
Jill Iveson	Frames Manager	0418 859 160
Jen Kempson	Publicity	0411 016 633
Carmel Loughry	Special Exhibits/Demonstrations	0402 333 382
Christa Mano	Secretary/White Glove Coordinator	0403 855 111
Ann Shuttleworth	Hospitality/Sponsorship Assistant	0415 200 052

If you have any questions relating to documents in this handbook or online information you can contact us at

fqconvenor.saquilters@gmail.com or entriesfq.saquilters@gmail.com

2023 KEY DATES

Festival of Quilts	Friday, 7 July – Sunday, 9 July 2023
Entries open	Friday, 3 March 2023
Early Bird Draws at Guild meetings	Thursdays, 6 April and 4 May 2023
Entries Close	Friday, 2 June 2023
Quilt Drop Off (Sit & Sew, Vermont Uniting Church)	Wednesday, 21 June 2023
Quilt Drop Off (Showgrounds) PREFERRED OPTION	Tuesday, 4 July 2023 between 10 am and 2 pm
Quilts being Posted to be Received by:	Friday 23 June 2023
Quilt Pick Up	Sunday, 9 July 2023, between 5.30 pm and 6.30 pm

WHAT'S NEW in 2023?

- **Quilt category changes in 2023:**
 - entry features permitted for the **Junior** section have reverted to the standard requirements,
 - entry features permitted for the **Challenge** section have reverted to the standard requirements,
Please read the Table of Categories definitions carefully on Page 2.
- **Entry fees:** Members of an affiliated group, who are not financial members of SA Quilters, are required to pay a fee of \$20 per entry.
- **Technical Information and Personal Narratives:** These have been combined and are renamed “Quilt Card Information”. Please see Page 3 for the requirements for the **Quilt Card Information**.

2023 FESTIVAL OF QUILTS CATEGORIES

CATEGORY	STATUS		REQUIRED FEATURES OF THE ENTRY
Pieced – One person	A	P	For predominantly pieced quilts including traditional blocks, geometric, improvisational, foundation and English paper piecing, hand and/or machine pieced and quilted. <i>No side to exceed 290cm</i>
Appliqué – 1, 2 or more people	A	P	Predominantly hand, machine or digital appliquéd quilts (turned or raw edge, each appliquéd piece specifically attached/edged with stitching) with no minimum requirement for the extent of coverage of the quilt top by appliquéd. <i>No side to exceed 290cm</i> Professionally quilted to be entered under Professional , even if appliquéd by an Amateur. If digitised applique , please enter in Machine Embroidered category.
Pieced and Appliqué – One person	A	P	Quilts using a combination of piecing and appliqué with a significant proportion of both techniques contributing to the overall design. Note: Appliqué blocks simply stitched together with or without basic sashing are not “pieced” for the purposes of this category. <i>No side to exceed 290cm</i>
Modern – One person	A	P	Must feature one or more of the following characteristics: bold colours and prints, high contrast and areas of solid colour, minimalism, improvisational piecing, expansive negative space, reinterpreted traditional design, non-traditional layouts, and asymmetry. <i>No side to exceed 290cm</i>
Modern – Two or more people	OPEN		
Pieced – Two or more people	OPEN		Created by two or more people. For predominantly pieced quilts including traditional blocks, geometric, improvisational, foundation and English paper piecing, hand and/or machine pieced and quilted. <i>No side to exceed 290cm</i>
Pieced and Appliqué – Two or more people	OPEN		Created by two or more people. Quilts using a combination of piecing and appliqué as described for the “Pieced and Appliqué – One person” category. <i>No side to exceed 290cm</i>
Machine Embroidered – One Person	OPEN		Machine embroidery must be the predominant design feature. Embroidered and quilted by the entrant. <i>No side to exceed 290cm</i>
Art – Abstract/ Representational	OPEN		An original design with emphasis on colour, line and design used to convey an idea, emotion, or concept. Must be made of fabric, have 3 layers, and incorporate quilting. May incorporate any printing, construction and/or embellishment technique, excluding the use of materials that may transfer to other entries. Can be a collaborative work. Please refer to Condition of Entry #18. <i>No side to exceed 290cm</i>
Art – Pictorial/Realistic	OPEN		A design portraying a recognisable person, place, or thing, including collage. May be an original or adapted work. Must be made of fabric, have 3 layers and incorporate quilting. Can be a collaborative work. Please refer to Condition of Entry #18. <i>No side to exceed 290cm</i>
Other Techniques	OPEN		Quilts with predominant features not fitting any other category, including Art-Abstract and Art-Pictorial. For example, whole cloth-style, trapunto, fabric manipulation. Can be a work created by two or more people. <i>No side to exceed 290cm</i>
Junior	OPEN - Up to 18 yrs		Quilts created by Juniors up to 18 years of age. Any technique. Must have 3 layers and contain quilting but can be embellished or enhanced with other materials. Please also refer to Conditions of Entry # 1 and # 4 for entry conditions. <i>No side to exceed 150cm</i>
Challenge <i>Theme: Mad Hatter’s Tea Party</i>	OPEN		Quilts addressing the theme: “Mad Hatter’s Tea Party”. Any technique. Must have 3 layers and contain quilting but can be embellished or enhanced with other materials. <i>No side to exceed 100cm</i>

A = Amateur

P = Professional

Categories may be separated into "Small" and "Large" quilt sub-categories, subject to the number of entries. If entry numbers warrant sub-categories, quilt size segregations will be determined by the Festival of Quilts Committee after entries close.

The Festival of Quilts Committee reserves the right to make modifications to any category prior to judging.

ONLINE ENTRY FORM GUIDELINES

- All entries must be submitted via the online process. If this is a challenging prospect for you, please feel free to contact Ann Ewer on 0414 364 100 or Chris O'Brien 0421 319 891 for assistance.
- The on-line entry form is to be completed in accordance with the separate Conditions of Entry, Status Definitions and Categories information.
- A separate entry form is required for each quilt entered unless it is a pair or triptych. A maximum number of **5 entries** per member includes Display Only entries.

Paying for your entry

- The entry fee is **\$15 per entry (non-refundable) for Guild members or \$20 per entry (non-refundable) for members of an affiliated group**. This must be paid prior to completing your online entry and the receipt number noted. Payments may be made by direct deposit or at monthly Guild meetings. There is no entry fee for Junior entrants.

Direct Deposit Details

BSB: 105-051

Account no.: 207 144 540

Account name: Quilters' Guild of SA Inc

Reference: FOQ/Membership No/Surname (as many letters as can be entered)

e.g. (FOQ2795 Smith) allows us to track payments

Please take note of the receipt number assigned by your financial institution.

Information you will need to have ready in order to complete your online entry form:

- Your contact details, including email address
- Your membership number or the membership number of your affiliated group
- For Junior entrants, name and membership number of their sponsor (a financial member of the Guild)
- For entries created by two or more people, details of the other entrant(s): name, membership number, status
- The category of your entry: refer to the Flow Chart and Table of Categories to make the most appropriate selection
- Specific details of the entry: the title of the entry and measurements in centimetres
- The insurance value of your entry (*see Condition of Entry No. 9 on Page 5*)
- Payment details: reference number, receipt number from your financial institution, date of transaction
- Quilt card information:
The following information will be printed onto your quilt card which will be pinned to your quilt. Please
 - limit your description to 600 characters (automatic cut off will apply)
 - be concise
 - provide details of your design or source - pattern, designer, workshop, online class and any modifications that you have made
 - outline techniques and materials used
 - for Junior entrants, please indicate how much of the quilt making/quilting was completed by the mentor
 - proof read your statement for any errors
- A digital image of up to 5MB of your entry to be uploaded during the online entry process

- If you carry on a professional quilting enterprise in Australia, your ABN number (for prize money purposes). *NOTE:* all monetary prizes will be paid by electronic transfer to the winner's nominated account. No cheques will be issued.

After you have submitted your online entry form:

- An automatic acknowledgment email will be sent shortly after submitting. If you do not receive this email, **please check your junk mail folder before contacting entriesfoq.saquilters@gmail.com**
- A record of all of the information you entered in the online form will be sent to you in a separate email; check this carefully for correctness.
- If you need to modify information submitted on your entry form, changes can be made to our database prior to 31 May. Email any changes to entriesfoq.saquilters@gmail.com. **Please do not re-enter the item as a new entry.**
- Details of drop off locations and post-show quilt collection are included in your acknowledgement email.

CLOSING DATE FOR ONLINE ENTRIES: **FRIDAY, 2 June 2023.**
No late entries will be accepted.

QUILT DELIVERY DATES: **Preferred option:** at the Royal Adelaide Showgrounds
TUESDAY, 4 July 2023 between 10am and 2pm
Precise drop off location to be advised at a later date.

OR at SA Quilters' Sit & Sew, Vermont Uniting Church
576 Cross Road, South Plympton (between South Rd and
Marion Rd).

WEDNESDAY, 21 June 2023 between 10am and 2pm

OR by post to Ann Ewer
9/11-12 North Esplanade,
Glenside North, SA 5045

to be received no later than **Friday 23 June 2023.**

(If posting, please advise Ann on 0414 364 100 or at foqconvenor.saquilters@gmail.com)

QUILT PICK UP DATES: **SUNDAY, 9 July 2023 between 5.30 and 6.30pm**
at the Royal Adelaide Showgrounds at the north doors of the
Goyder South Pavilion, off Rose Terrace
This is our preferred option; your support would be greatly
appreciated.

OR **WEDNESDAY, 12 July 2023 between 10am and 2pm**
at SA Quilters' Sit & Sew, Vermont Uniting Church,
576 Cross Road, South Plympton (between South Rd and
Marion Rd).

OR **THURSDAY 3 August 2023, between 7.15pm and 7.45pm**
at the SA Quilters' meeting on at the Burnside Community
Centre Hall, 401 Greenhill Road, Tasmore.

PLEASE NOTE!

**A \$20 non-collection fee will be applied to quilts not collected by
SA Quilters' meeting, 3 August 2023**

ALTERNATIVE ARRANGEMENTS FOR DELIVERY CANNOT BE MADE WITH FoQ COMMITTEE MEMBERS

CONDITIONS OF ENTRY

1. All entrants, excluding juniors, must be financial members of SA Quilters (SAQ) or of an affiliated group. Junior entrants do not need to be financial members but must be sponsored by a financial member.
2. Entry can only be made online using the Festival of Quilts entry form accessible through the link provided on the SAQ website. The entry process requires uploading of a digital photograph of up to 5MB of the actual entry. A photograph of an accurate drawing is permissible.
3. Any entrant may submit a maximum of 5 entries, including quilts for judging or display only. Acceptance does not automatically guarantee display. All entries must be clean and odour-free.
4. Entry fees apply whether the entry is for judging or for display only. A non-refundable entry fee of \$15.00 (includes GST) is payable for each entry for Guild members. A non-refundable entry fee of \$20.00 (includes GST) is payable for each entry for non-Guild members who are otherwise members of an affiliated group. Please ensure you pay the correct fee according to your membership status. (*Refer to Online Entry Form Guidelines in this Handbook.*) The receipt number will be required during the online entry process. Junior entrants are entitled to free entry; however, they must be sponsored by a current Guild member.
5. Entrants will receive by email a Letter of Acknowledgement shortly after submission of the entry; quilt delivery and return instructions, will be included in that email. In addition, a separate email will contain a summary of information submitted in the entry. The letters contain important information, so please read both emails carefully.
6. Country, interstate and overseas entrants will be expected to pay forward and return postage/freight. QGSA Inc. will not be responsible for any damage or loss in transit.
7. QGSA Inc reserves the right to photograph all items for its archives, for publication and for other appropriate purposes. Visitors to the exhibition are also permitted to photograph entries for personal use and to post images online or in social media, provided the quiltmaker/s and designer/s (if applicable) are acknowledged.
8. Should any copyright material be used, it is the **responsibility of the entrant to obtain permission** from, and pay any fees to, the copyright holder. QGSA Inc. does not take any responsibility for any consequences should the entrant not have gained permission to exhibit. For more detail, see page 7.
9. Whilst in the possession of QGSA Inc., entries will be covered by the terms of the QGSA Inc.'s insurance, to a value up to \$10,000. Insurance beyond this amount is the responsibility of the owner. For quilts which have not been formally valued, as a rough indication, the value can be calculated at five times the costs incurred in the construction of the entry.
10. Every care will be taken with the entries, but no responsibility can be assumed by QGSA Inc. or its officials. **Special handling cannot be accommodated.**
11. The judges' decisions are final, and no correspondence will be entered into.
12. QGSA Inc. respects the rights of Indigenous Australians to own and control their heritage. Therefore, entrants should refrain from incorporating design elements derived from indigenous heritage into their quilts without the informed consent of the indigenous owners. *Note:* Commercially printed fabrics featuring indigenous motifs are acceptable.
13. Quilts accepted for judging cannot have previously won any prize in any Australian State or Territory judged major exhibition (excluding Royal Adelaide Show). Previous prize-winning quilts may be entered for display only.

14. Quilter Status Definitions

AMATEUR: Open to all financial members and affiliate groups of SA Quilters who do not meet the criteria for a Professional (see below).

PROFESSIONAL: Defined as someone who satisfies **one or more** of the following conditions:

- has won Best of Show or two or more Blue Ribbons/Excellence in Hand or Machine Quilting Special Awards in a major judged competition, excluding Viewers' Choice, or
- has financial involvement, teaches or publishes in any medium in the field of quilting, or

- sells, designs or participates in any aspect of making quilts for ongoing financial gain.
15. Any entrant entering a winning quilt as an 'Amateur' and who is found to have previously won two Blue Ribbons or a Best of Show will forfeit their award and prize, including after the Exhibition.
 16. Entrants who have won Blue Ribbons as a Junior revert to amateur status once they turn 19 years of age.
 17. Quilts that have been displayed at previous Festival of Quilts SA exhibitions are ineligible for entry, with the exception of those which were part of a special exhibition.
 18. A collaborative quilt is one in which two or more quilters have been equally involved in the making of the quilt and no payments for work have been made.

All quilters must be financial members of SA Quilters or of an affiliated group. Where a quilt has been made by two persons, details for both should be entered in the online form. If more than two people have collaborated on an entry, this can be indicated on the entry form. Details for two participants should be entered; the Festival of Quilts Committee will contact the primary entrant to ascertain the names and membership numbers of all remaining participants after the entry form has been submitted.

19. A quilt is defined as three layers of fabric held together with stitching. A quilt must not be in a rigid frame or be under glass. Quilting must be visible on the back of the quilt (i.e.: no false backs), with the exception of entries in the Art – Abstract/Representational or Art – Pictorial/Realistic categories.

No fabrics or embellishments that may transfer to other quilts are to be used, e.g., glitter etc.

20. The quilt, including piecing, quilting and binding must be the work of the nominated quilt maker(s).
22. The size of entries must be stated in centimetres. It is essential that quilts be measured accurately. The length of any side of a quilt (or set of quilts) must not exceed 290cm. A set of quilts (e.g., a pair or triptych) is one entry.
23. All quilts must be submitted with a sleeve on the back to a finished depth of 8cm. *Further details can be found in this Handbook under Preparing a Quilt for Exhibition (page 9).* Entries which do not have an appropriate sleeve will be disqualified from judging and will not be hung in the exhibition.
24. A label stating the name of the entrant and title of the quilt must be securely sewn to the back of the quilt in the lower left-hand corner (as viewed from the back). In addition, another label stating the *entry number* (on the emailed Letter of Acknowledgement) must be safety pinned over the name label to obscure any identifying information. *Further details can be found under Preparing a Quilt for Exhibition (page 11).*
25. Each quilt must be in its own fabric bag (no plastic bags or pillowcases) with the same details as the quilt label, including the entry number, clearly marked on the bag. *Further details can be found in this Handbook under Preparing a Quilt for Exhibition (page 10) and via a link on the FoQ webpage: <https://www.saquilters.org.au/foqexhibition.htm>.*

Rolled quilts, quilts in tubing, or quilts that require special handling, will not be accepted.

All quilts will be folded as part of the process of handling quilts from judging through to hanging at the Exhibition.

26. **Social media:** In an effort to make the judging process as fair as possible it will be appreciated that no quilt entered for judging, or portion thereof, be displayed on social media prior to judging.
27. South Australian Best of Show/Best of State Definitions and Conditions
Best of Show will be awarded to any quilt regardless of the maker's address. The Best of Show prize will be a Bernina Sewing Machine.

If the Best of Show winner does not reside in SA, a Best of State prize will also be awarded.

Best of Show/Best of State winner(s) are encouraged to spend time with their quilt during the show. Free entry to the Festival of Quilts will be provided for this purpose.

SPECIAL AWARDS

The following special awards are offered for quilts entered in any category:

Retaining the Tradition

Amateur Encouragement

Excellence in Machine Quilting – Stationary

Best Use of Colour

Excellence in Hand Quilting

Excellence in Machine Quilting – Frame Mounted.

DESIGN SOURCE AND COPYRIGHT

Copyright and Design Attribution – please read CAREFULLY

Australian Copyright Law protects the intellectual property and creative skills of quilt designers and all creative content producers. In all cases where your quilt involves someone else's creative work, you *must* always provide full and proper attribution of the source, and in some cases, obtain explicit permission to display your work.

If you have used a purchased pattern from any source (including kits and BoM), a pattern from a publication, or from a workshop, you have purchased the right to use the pattern for personal use, including the right to display your quilt in an exhibition. You do not need to seek copyright permission to enter the exhibition, however, your right to display generally is dependent on full acknowledgement of the design source being made. Failure to do so would constitute a breach of copyright.

If you have copied or altered an original design/photo you have seen (e.g., at a show, on the internet/social media) without a pattern, even where none exists, you are in breach of copyright. To display such a quilt in the Festival of Quilts you will need express permission from the owner of the quilt/photo/intellectual property in advance. This applies even if you have changed elements of the original such as technique, layout, colour or size, or drafted the pattern yourself.

QGSA Inc. and Festival of Quilts takes no responsibility for copyright breaches by exhibitors, or the consequences thereof should legal action be launched against an exhibitor for copyright infringement. Remember, your quilt may be spotted anywhere in the world on social media, even well into the future.

In the entry process, you will be asked to select a description which best describes the extent of your creative input in the design of your quilt. The following is a guide to making the most appropriate choice.

Original design: This applies if the design is *entirely* your own, including a design you have adapted from a photograph or artwork which is also **your own** original work. If this is the case, you can claim copyright as the design is yours alone, not an adaptation of someone else's. It is advisable to keep evidence of your design process and inspiration source to justify your claim of originality.

A traditional design: Choose this for quilts based on traditional blocks which are generally regarded as being in the public domain for which you have made your own decisions in fabric selection, layout, setting and borders. You may have drafted the pattern yourself, however, if you have used a book or other source to assist in cutting the blocks, mention that in your Technical Specifications or Personal Statement. Copyright permission is not required, but the information may be of interest to other quilters reading the exhibition quilt card. Please note, "publicly available" is not the same thing as "in the public domain".

Designer: The sources for these quilts are many and varied, and include the following:

- a purchased pattern, or one from a book, magazine, website, or computer software, which you have followed with minimal variation, and for the most part following the fabric choices or colour recommendations of the pattern
- a historical quilt, to which you have made no, or only minimal, variation
- items made in a class or workshop, including online, in which the pattern was provided and was an essential part of the class, as opposed to a technique which you apply to your own design

- a kit, a Block of the Month program for which fabrics are provided, or fabric packs made up to be used with a specific pattern or design

Interpretation: This applies for quilts based on any of the sources listed above for which you have made your own choices with respect to design elements, perhaps with significant variations to the pattern. It also applies to an adaptation of someone else's work in another medium, for example a work of art, a photograph, a mosaic or leadlight panel, a different quilt making technique. If you have developed a design which incorporates a substantial part (important, distinctive, or recognisable) of someone else's work, select this option as your design source and obtain copyright permission**.

**In any other case, where some other person or organisation holds the copyright over the design, whether it constitutes the whole or only part of the design of your quilt, you must seek their permission to display your quilt. Entrants will not be asked to show proof of copyright observance on the online entry form, however you will be asked to declare, as part of the entry process, that you have complied with copyright requirements. Failure to comply with Australian Copyright law may render your entry ineligible for judging or display and/or expose you to risk of litigation.

Strategies for seeking and documenting permission to use copyright material include:

- Look for a copyright notice on the material in the first instance.
- Conduct an Internet search to find the copyright owner.
- Approach the gallery or museum that holds the item.
- Approach the publisher for permission.
- Make a direct approach to the copyright owner.
- Get the permission in writing where possible.
- If the permission is verbal, document the conversation in writing.

Document any permission request in writing for your own records.

For up-to-date information relating to copyright, please access <http://www.copyright.org.au>.

QUILT APPRAISALS

As part of the entry process, the value of a quilt is required information for insurance purposes during the exhibition. Please note that we can only cover up to \$10,000 per item. Any amount above this should be covered by a personal insurance policy.

The Festival of Quilts Committee recommends that quilts are appraised before entering the exhibition. An appraisal certificate authenticates the value of a quilt for insurance purposes. If a quilt wins a major prize or is selected to travel interstate, it must be appraised.

The Appraisal Panel meets on the Friday immediately after monthly Guild meetings in February, April, June, August, October, and December. Make sure to book quilts well in advance of appraisal day as application forms must be submitted two weeks prior to the day.

A fee of \$20.00 for members or \$30.00 for affiliated members or affiliated groups applies.

For application forms and general enquiries, please contact

Heather Ford
Appraisal Panel Co-ordinator
Phone: 0438 272 408
appraisals.saquilters@gmail.com

QUILTS OFFERED FOR SALE

If you wish to offer your quilt for sale, a note to that effect will be added to the quilt's display card. A list of those quilts will be located at the Guild table, where prospective purchasers can request contact details for the quiltmaker.

Thereafter, the parties must come to their own mutually acceptable arrangements regarding any sale. The QGSA and the Festival of Quilts will have no further role in any subsequent dealings between a quilt owner and any prospective purchasers.

You are strongly advised to have your quilt appraised before the show. *For further information, see Quilt Appraisals on Page 8.*

PREPARING A QUILT FOR EXHIBITION

A HANGING SLEEVE FOR QUILTS

For Quilters' Guild of SA Inc. exhibitions, a hanging sleeve of at least **3¼" (8cm) finished** is required. This is necessary to accommodate, without forcing, the diameter of the hanging rods.

Please note: Only one sleeve permitted per quilt. Split hanging sleeves **must not** be used.

Suggested methods for attaching a hanging sleeve:

A: Sew on a sleeve while binding the quilt

A hanging sleeve can be sewn to the top of the quilt at the same time as the binding is attached.

Make a strip of sleeve fabric 7-8" (18-20cms) wide and the same width as the quilt.

Fold under short edges ¼" (6mm), wrong sides together. Press and sew a straight or zigzag seam to hem the ends.

Fold the strip lengthwise, wrong sides together, aligning the raw edges.

Centre the folded strip along the top edge of the quilt, against the backing, aligning the matched raw edges with the edge of the quilt. Pin in place.

Add binding and stitch in place through all layers.

Smooth the sleeve downward along the quilt back, then make a ½" (12mm) fold along its length to create a pleat. Leaving the pleat intact, pin the lower edge of the sleeve to the quilt.

Hand stitch the lower edge of the sleeve to the quilt stitching through to the batting occasionally.

Hand stitch the back of the side edges of the sleeve tube to the quilt so that hanging poles can be cleanly inserted.

B: Sew on a sleeve after binding the quilt

Make a strip of sleeve fabric 7-8" (18-20cms) wide and the same width as the quilt.

Fold under short edges ¼" (6mm), wrong sides together. Press and sew a straight or zigzag seam to hem the ends.

Fold the strip lengthwise, wrong sides together, aligning the raw edges. Sew together with a ½" (12mm) seam allowance. Press the seam allowance open.

Place the open seam against the quilt's back. Centre and pin the top edge of the tube to the back of the quilt, about ½" (12mm) below the binding.

Use a hand stitch to sew the top edge of the tube to the quilt backing at the stitched edge of the binding. Stitch into the batting occasionally to help strengthen the seam.

Smooth the sleeve downward along the quilt back, then make a ½" (12mm) upwards fold along its length to create a pleat (about up to the top edge of the binding). Leaving the pleat intact, pin the lower edge of the sleeve to the quilt.

Hand stitch the lower edge of the sleeve to the quilt. Stitch the back, side edges of the sleeve to the quilt. Leave the front sides unsewn to allow for rod insertion.

CLOTH BAGS FOR QUILTS

Fabric and Size

Please find or make a bag that comfortably accommodates the quilt. There should be room around all sides and the bag should totally enclose the quilt (with a zippered fastening).

Fabric for the bag should be sturdy – calico, pre-quilted cottons, furnishing fabrics, *preferably in plain colours*, which are more easily identified by the handlers, as the identification numbers show up well.

Closures and Handles

Zip closures are required. Buttons, toggles, drawstrings, or velcro-type are not suitable.

All bags should have handles for ease of carrying but keep them simple and not too long.

Bag Label

Make sure the bag is labelled with name, address, quilt name **and** entry number clearly visible on the front.

Folding Quilts to Fit into the Bag

When quilts are removed from their bags for hanging, some may display unsightly folds and creases. These may disappear after a day's hanging, but this might not be before the judges get to see it. Some quilts, unfortunately, retain their creases for the entire duration of the show. To minimize creasing, *fold quilts with the first and second folds horizontally, and then subsequent folds vertically*. In this way, the weight of the quilt should assist the most obvious creases to fall out. It may also help to fold the quilt with the right side outwards, so that the sharpest crease is on the back.

Delicate Quilts

Whilst every care is taken with the handling of quilts, please be aware that quilts will be folded and stacked on judging day in accordance with correct judging procedure. **Special handling or folding requests cannot be accommodated.**

PILLOWCASES ARE NOT TO BE USED. They do not have proper closures and they may present a health hazard.

QUILT LABELS

Securely attached quilt labels are necessary for identification of quilts during the Festival of Quilts. A label with the minimum of the quilt maker's name and the quilt's title is required to be located in the bottom left-hand corner of the quilt back (as seen when looking at the back of the quilt).

You may add further information to your label as you choose. While not necessary for FoQ, it is always a good idea to also label your quilt with other information such as care instructions and provenance; suggestions for permanent quilt labels can be found via the FoQ webpage: <https://www.saquilters.org.au/foqexhibition.htm>.

Once you have labelled your quilt, the label must be temporarily covered with your entry number. During judging, all identifying labels need to be covered to ensure anonymity and judges' impartiality. Create a neat, plain-coloured fabric square/rectangle to fit over your label with your entry number clearly written on it in the middle. Write this entry number directly onto your label cover, but please add the number **before pinning** to avoid permanent marker accidents! Pin the numbered cover over your label with **safety pins** at each corner.

All names or signatures appearing on the front of the quilt (or visible anywhere else) must also be covered.