



2024 Asheville Quilt Show

Quilt Delivery, Pickup and Return Instructions

To ship your quilt to us:

Because of the volume of mail-in/mail-back quilts, members of the Asheville Quilt Guild residing in Buncombe and Henderson counties are asked NOT to use the mail-in/mail-back service. Please ask another member to deliver or pick up your quilt(s) if you cannot do it yourself.

1. All mailed quilts **must be received no earlier than Sept. 9th and no later than Sept. 19th**. If quilts arrive outside these dates, there may be no one home to receive them. Quilts received after **Sept. 19th** may be returned.
2. Send quilt(s) in a sturdy returnable box. It will be reused as your return box! No Foam Peanuts Please!
3. Enclose a copy of this form for each quilt shipped. Complete ALL information except for Received by and Date Received. You may ship multiple quilts in a single box.
4. Due to changes in USPS procedures, we strongly encourage you to ship via UPS or FedEx. They both have flat rate options and are preferable to USPS unless you aren't serviced by UPS or FedEx.
5. Enclose completed **Prepaid** Return Shipping Labels or stamps. If shipping via USPS, you must send stamps for return shipping as USPS does not accommodate creating prepaid shipping labels for use several weeks from the date that you ship your quilt to us. Please put the stamps in an envelope or zip lock bag so they don't get separated or lost.
6. Enclose a pre-addressed, stamped envelope that will be returned to you with confirmation of receipt of your quilt(s).
7. All quilts must have an attached **sleeve and a label cover**. Please refer to Quilt Show Rules 6 and 7.
8. Your quilt(s) will be returned to you in the SAME box that you use to ship to us. We try to keep all packing materials in the original box for reuse in returns, but we cannot accept responsibility for any personal packing materials (covers, accessories, etc.) that you include with your quilt. We will ship within three days after the show closes.

Mail your quilt(s) to:

Karen Alstadt
131 Trumpet Ln.
Asheville, NC 28803

kalstadt@charter.net
828-687-2855
803-318-4941

- Enclose this form in the box with your quilt(s) – ONE QUILT PER FORM.**
- Enclose completed **prepaid** return shipping labels/stamps in an envelope on TOP of box contents.
- Enclose a pre-addressed, stamped envelope so we can confirm receipt of your quilt
- Optional: Insure quilt(s) for \$_____ (include proper prepaid and completed forms).

Quilt Name _____

Entrant's Name _____

Address _____

City, State and Zip _____

Phone _____ Email _____

Shipping Confirmation Receipt: (complete Entrant and Quilt Name only)

Entrant's Name _____ Quilt Name _____

Received by _____ Date Received _____

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 **Sunday, Sept. 22nd** between **12:30 pm and 3:30 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 **Saturday, Sept. 28th** at the WNC Agricultural Center Davis Event Center, you may pick up your quilt **after 5:15 pm**.

- Pickup Group Numbers will be assigned prior to drop-off day (Sept 22nd) based on the order of receipt of the quilt entries. An email containing group numbers will be sent out the weekend prior to drop-off day and a listing will be posted on Drop-off Day and at the Quilt Show on **Sept. 28th**. 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).

Note: *Because Group Numbers will have been assigned prior to drop-off on Sept 22nd, there is no need to arrive earlier than 5:15. Once pickup has begun, it will take 45-50 minutes to process all groups.*

- You must have your “Hand Delivery Quilt Receipt” (below) or Shipping Confirmation Receipt (see bottom of previous page) in order to retrieve your quilt. **If someone else is picking up your quilt for you, please give them your receipt.**
- Your judging critique and any ribbons received will be delivered to you at pickup. Monetary awards will be mailed.

To have a hand delivered quilt shipped back to you:

- Make sure you drop off a prepaid return shipping label, a box, and any required packing materials when you drop off your quilt

Hand Delivery Quilt Receipt and Pickup Form

- Complete one receipt per quilt and **bring it with you when you drop off your quilts**.
- **Keep this signed receipt!! You or the designated person picking up your quilt on Saturday, Sept. 28th 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 pickup</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 Saturday Sept. 28th this receipt must be presented to pick up your quilt. <p>Quilt Name _____</p> <p>Entrant’s Name _____</p>	<p>Quilt Number:</p> <p>Received by:</p> <p>_____</p>	