

Pre Drop Off Quilt Checklist

- Check for and remove loose thread, pet hairs or other debris or stains from quilt (can use a lint roller)
- Check quilt for odors (or have friend check if necessary) {odors and/or debris can transfer to other quilts}
- Remove any quilt markings from front and back
- Check binding for stability ensuring all areas are secure
- Turn quilt over and check for security of hanging sleeve and ensure that it can support the weight of the quilt. Sleeve must be secured on both top and bottom.
- Measure quilt sleeve: 4 inches is required
- Remove any and all pins (including safety pins) from quilt. Pins may NOT be used to secure labels.**
- Covering label MUST be sewn/adhered on all sides to cover personal label
- Quilt label must be sewn to the bottom right of the quilt back
- Entries will be delivered in pillowcases, tote bags or rolled and contained within a suitable covering. The number assigned to the item should be easily visible on the outside of the entry container. NO PINS are to be used to secure the label on the pillowcase or other quilt container.

Complete this checklist prior to dropping off item(s). If not completed, space will be provided for completion prior to final volunteer review.

THE PERSON SUBMITTING THE QUILT MUST MAKE ANY REQUIRED REPAIRS PRIOR TO QUILT BEING ACCEPTED AT DROP OFF AND MUST REMAIN UNTIL FINAL ACCEPTANCE

Volunteers are not allowed to make adjustments to any quilt!