



Quilt Show Procedures

As of February 2020

OBJECTIVES

The objectives of the Austin Area Quilt Guild's Show are to:

- Promote and encourage appreciation of fine quilts and the art of quilt making;
- Educate the public as to the significance and history of quilt making as an art form;
- Present to the general public the finest examples of traditional and contemporary quilts;
- Provide members an opportunity to exhibit their quilts and be judged (optional) for excellence in quilt design and craftsmanship through the presentation of awards. Awards, based on qualified and impartial judging, may include ribbons or cash derived from Quilt Show proceeds to the extent permitted by IRS regulations relevant to 501c3 corporations; and,
- Raise revenue to support the functions of the guild.

RULES

Exhibitor must comply with all rules or entry will be rejected.

1. All quilts submitted for entry must be the work of at least the person in whose name the submission is made. All quilts are to be made entirely by one individual, except for the following categories:
 - a. Categories whose descriptions allow two or more individuals
 - b. A "bee" may enter the same number of quilts as an individual, but only in those categories allowing two or more individuals.
 - c. Except for design assistance and basting, all other persons who worked on the quilt, whether paid or not, count toward the number of makers.
 - d. Quilts entered by Junior members in the Junior category shall be primarily the work of the entrant, but assistance by an adult is acceptable without requiring the quilt to be entered in a multi-person category.
2. All quilts must be completed no more than 5 years prior to the date of the entry. Except for special display quilts, quilts shown in previous biennial AAQG shows, in any form, are not eligible for show entry. A quilt that was withdrawn after entry in a previous show is eligible.
3. Except as noted, a quilt consists of three layers: backing, filler, and top, held together primarily with stitching (not tying or other fastening) through all three layers. Quilts in the Junior category may be tied. In the Art Quilt, Miniature, Embellished and Other Techniques categories, entries shall consist of at least two layers with sewing, stitching, tying, or fastening between two layers. Edges should be finished appropriately.
4. Framed quilts, quilted pillows and visible rigid frames or mounting devices are not permitted.
5. Final placement in a category will be at the discretion of the Verification Committee. The Verification Committee consists of the Show Chairs and the Entry Forms coordinator(s). If the committee

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moves a quilt to another category before show check-in, the entrant must be notified in writing. If a quilt is moved after show check-in (for example, because it does not meet the criteria for its category), an effort must be made to notify the entrant by e-mail or telephone. These notifications are a courtesy to entrants. Entrants may not make category changes after the entry deadline.

6. A multiple panel entry will be considered as one entry and is limited to one multiple entry per member. Multiple panels that are made to be hung together must be entered in the size classification that includes the total dimensions of all panels combined, not the size classification of each piece. Multiple panels must have hanging sleeves as required on single entries or may be mounted on a complementary base fabric that includes a sleeve. Each piece must be labeled by owner on the back, lower left-hand corner.
7. The maximum number of quilts entered for judging and/or display, the maximum number of quilts in each category, and the maximum number per member will be determined by the Show Committee each biennial year. Non-members are restricted to a single entry
8. Entry dates are determined bi-annually by the Show Committee with approval by the AAQG Board of Directors. Entry dates for members shall precede entry dates for non-members. Changes to quilt entry fees will be approved by the AAQG board and subject to a vote by the membership. Quilt entry fees for non-members shall be larger than the sum of the cost of membership and the member entry fee.
9. Guild challenge projects will be judged at a given time when the guild challenge projects are finished. Guild challenge projects and special displays may be entered in the show but are not eligible for judging. Guild challenge projects and special displays are at the discretion of the Show Committee each biennial year.
10. All entries must be clean and undamaged to be judged or shown. Entry fees will not be refunded for damaged or soiled entries, or for entries that are withdrawn after the entry deadline. Refunds prior to the entry deadline are at the discretion of the Show Committee.
11. All large, medium, and small quilts require four-inch hanging sleeves; miniatures require two-inch sleeves. Available display space for quilts is 110 inches wide and 87 inches high. AAQG hanging hardware requires the sleeve to be at the top edge of the quilt, quilts may not extend above the sleeve. The hanging sleeve must be attached along the edge designated the top edge of the quilt (designated width on the entry form). If the quilt is less than or equal to 87 inches long, attach the sleeve at the top of the quilt. If the quilt is longer than 87 inches, attach the sleeve at the top edge and all excess length at the bottom must be turned and basted (not pinned) to make the hanging length less than or equal to 87". All excess length must be positioned at the bottom. No exceptions will be granted to this requirement.

Quilts may be turned sideways for hanging, if design permits, to fit the display space. If the quilt length exceeds 87 inches but is no more than 110 inches, it may be hung sideways, as long as the total hanging height does not exceed 87." Excess length on the bottom may be turned and basted (not pinned) to make the hanging height less than or equal to 87." When hung sideways, the hanging sleeve must be attached at the top of edge used for hanging.

Any quilt received without the required sleeve attached or with a sleeve attached in the wrong position will be denied entry in the show and returned to the exhibitor. Show volunteers will not sew sleeves on quilts or alter the position of a sleeve. If an entry longer than 87 inches is checked in without the required treatment listed above, the Hanging Committee has the option to deny

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the quilt entry or to pin up the bottom edge without notifying the entrant. To accommodate the hanging of odd-shaped quilts, the quilt maker must contact the Hanging coordinator ONE MONTH prior to the show to arrange appropriate hanging. It is the quiltmaker's responsibility to supply special hanging devices or hardware.

12. A label with maker's name(s) must be attached to the back of the quilt or sleeve. The preferred location is the lower left corner on the back of the quilt (the left as you are looking at the back of the quilt). If your entry is being judged, you must cover all labels, no matter where they are placed, with fabric. In addition, if your name appears elsewhere in either fabric or thread, you must also cover those occurrences of your name. The fabric label cover(s) may be sewn on with a running stitch or pinned. All fabric label cover(s) will be removed after judging is completed.
13. The names of all the individuals who worked on a quilt shall be listed on the entry form, on the show signage and in the show program. In cases where not all the names are known, at least one name must be provided for top maker, and one name or the name of a quilting company must be provided for quilter. All names shall be recognized on Opening Night if the quilt wins an award, except for quilts made by more than three people.
14. Quilts that are made 100% by hand, including piecing and quilting, as well as quilts that are 100% hand quilted, shall be highlighted with a special designation on the signage.
15. Show quilt check-in and pick-up locations, times, and procedures are determined bi-annually by the Show Committee. All quilts accepted for entry must be dropped off and picked up by the maker or designee at the event venue on the designated date at the specified location and time.

AWARDS

In all categories displaying at least 3 judged quilts, a First, Second, and Third Place award will be given. In addition, up to 20 percent of the quilts in each category may be given an Honorable Mention.

Overall Awards: The judges are asked to determine Overall Awards for each of the following:

1. Color (all sizes);
2. Design (this should take into account compatibility of the top and its quilting) (all sizes);
3. Creativity (this should take into account originality in the use of design) (all sizes);
4. Hand Quilting (all categories, all sizes). Quilt must be quilted 100% by hand;
5. Machine Quilting (all sizes);
 - a. Stationary Machine includes use of any sewing machine that allows the quilter to move the fabric rather than the machine and machine sits on or is mounted on a table. The quilt must be 100% quilted by stationary machine;
 - b. Movable Machine includes any machine that allows the quilter to move the machine head rather than the fabric and is mounted on a frame. The quilt must be 100% quilted on a movable machine;
6. Heritage (all sizes). The Heritage Award recognizes quilts that are influenced by quilting history. These quilts would be easily recognized as representing classic traditional quilts in style, workmanship and pattern.

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Best of Show Award: The judges are asked to choose one quilt with a high standard of excellence on the basis of visual impact, color, design, workmanship, and the execution of all techniques involved. This quilt will receive the Best of Show Award.

Judge's Choice Awards: Each judge is asked to choose one quilt each with a high standard of excellence from any piece entered for judging. These quilts will receive Judge's Choice Awards.

Viewer's Choice Award: This quilt is chosen by individual ballot by those who attend the Show, one ballot per person per show.

Show Chair's Award: This quilt is chosen by the show chairs based on a high standard of excellence and on the quilter's ability to interpret the featured theme of that year's show.

JUDGES AND JUDGING PROCESS

The purpose of using multiple judges is to expedite the judging process, not to have multiple critiques on each quilt. A single judge should judge a complete category unless there are too many entries for one judge. Then judges will compare critiques in order to give the Overall Awards and the Best of Show Award. AAQG will provide the judging critique forms used in the judging process.

HANGING THE SHOW

A judged show MUST be hung by categories in order to expedite the judging process. Within a category, quilts to be judged will hang together, followed by quilts for display only. Judged quilts will be identified on the signage. Within any given category the quilts will be assigned a number, i.e., 101, 102, 103, etc. A numbering system is very helpful to the judges and the viewers.

Quilts that are withdrawn after the floor plan is finalized create empty spots in the show. The Show Chairs, at their discretion, may hang appropriate material, including quilts, in the empty spots after judging is complete. Such material should be clearly labeled so as not to confuse the viewers.

ENTRY SIZE CLASSIFICATION

Quilts in categories with size determinations will be deemed to be large, medium (category 350 only), or small according to measurements covered by Entry Size Classifications (noted in the following sections). Size will be noted on the quilt's signage.

- **Large Quilt:** Length plus width must be at least 121 inches (161 inches for Category 300), not to exceed 240 inches. If quilt is taller than 87 inches, must follow hanging instructions in Rule 10.
- **Medium Quilt:** Length plus width must be at least 121 inches, not to exceed 160 inches.
Note: This size is used only for Category 350.
- **Small Quilt:** Length plus width must be at least 30 inches, but not to exceed 120 inches.
- **Miniature:** Length plus width must be no more than 48 inches; if blocks are used, maximum block size is 5 inches.
- **Art Quilts:**
 - ◆ **Large:** Length plus width must equal at least 75 inches not to exceed 240 inches
 - ◆ **Small:** Length plus width must equal less than 75 inches

If the maker has doubts about size or category, contact the Judging Committee.

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CATEGORY DESCRIPTIONS

Pieced: Quilts that are 51% or more pieced, using patterns and inspiration from existing quilt history and/or expanding on patterns to create altered designs.

- 100. **Pieced**, Large, made by one person
- 200. **Pieced**, Small, made by one person
- 300. **Pieced**, Large, made by more than one person
- 350. **Pieced**, Medium, made by more than one person
- 400. **Pieced**, Small, made by more than one person

Appliqué: Quilts that are 51% or more appliquéd and contain fabric designs cut out of one cloth and stitched or otherwise applied to the surface of another fabric.

- 500. **Appliqué**, Large, made by one person 600. **Appliqué**, Small, made by one person
- 700. **Appliqué**, Large, made by more than one person 800. **Appliqué**, Small, made by more than one person

Art Quilts: Quilts of original design made with artistic intent that use color, design and construction techniques to create a work that expands beyond traditional quilts. An original work is composed first-hand, a fresh design or style without copying the works of others. (Refer to size classification)

- 900. **Art Quilt**, Large, made by one person 950. **Art Quilt**, Small, made by one person
- 1000. **Art Quilt**, made by more than one person, all sizes

1100. **Miniature (refer to size classification):**

A quilt that is scaled down (miniaturized) and bound; one which represents a full-sized quilt. If blocks are used, maximum block size is 5 inches. Includes all techniques.

1200. **Novice**, all sizes: This category is created for quilt makers to exhibit in a less competitive atmosphere; applies only to first three quilts completed, regardless of size or style, whether or not the quilts have ever been entered in a quilt show or other exhibit. Maker may wish quilt(s) to go in other applicable category (categories).

1300. **Junior Member's Quilts**, all sizes: To qualify, the junior member must be 18 years of age or younger. All quilts entered in this category will be given a ribbon. Quilts eligible to be entered in this category may instead be entered in any of the categories appropriate for the quilt. Quilts in the Junior category are not judged. Quilts entered by Junior members in the Junior category shall be primarily the work of the entrant, but assistance by an adult is acceptable without requiring the quilt to be entered in a multi-person category. Quilts in the Junior category may be tied.

1400. **Other Techniques**, made by one or more persons, all sizes: Quilts having 51% or more design elements that do not fit into other defined categories, including embroidered, cathedral window, tied, redwork, wholecloth, and others.

1500. **Kit Quilts**, made by one or more persons, all sizes, Quilts of any size or technique which are the work of one or more persons. Includes kits with patterns, preselected fabric of Block of the Month (BOM) from shops, mail order, magazine, or guilds which contain patterns and pre-selected fabrics. This includes pre-printed whole cloth quilts. Kit quilts are not eligible for Best of Show.

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Embellished: Embellishments are the ornaments/elements that are attached to a quilt top for the express purpose of decorating, enhancing the appearance of, or giving dimension to the design and its elements. Embellishments may include (but are not limited to): buttons, beads, fabric origami, embroidery, hot-fixed crystals, yarns, trims, ribbons, yo-yo's, and all types of thread work. Crazy quilts will be judged in this category. The quilt must draw major impact from the embellishment, not just subtle additions. Sharp, potentially dangerous, objects on these quilts are not allowed.

1600. **Embellished**, made by one or more persons, all sizes

Modern: Modern quilts take a novel approach to traditional quilting including (but not limited to) the use of any of the following: Bold colors and prints, high contrast, graphic areas of solid color, improvisational piecing, minimalism and negative space, modern traditionalism, alternate grid work.

1700. **Modern**, made by one person, all sizes

1800. **Modern**, made by more than one person, all sizes

Hand Quilting: These quilts showcase the quality and design of quilting done by hand. This category will be judged on the quilting only.

1900. **Hand Quilting**, all sizes, quilted by one or more persons.

Special Occasion: Such as commemorative, graduation, wedding, holiday, and baby quilts.

2000. **Special Occasion**, made by one person, all sizes

2100. **Special Occasion**, made by two or more persons, all sizes

MODIFICATIONS

The Show Chair(s) must review these rules and guidelines after each show. They must solicit suggestions from Show Committee coordinators and guild members, and recommend revisions to the AAQG Quilt Show Procedures based on these suggestions, their experiences, and actual practices. The following is a suggested timeline:

- November membership meeting and December Quips: Distribute critique forms requesting suggestions from members regarding the show.
- December membership meeting: Final reports and committee notebooks from all Show Committee coordinators are due to the Show Chairs.
- January membership meeting: Critique forms and other input are due to the Show Chairs.
- February Executive Board meeting: Show Chairs present in writing revisions concerning rules, judging, hanging the show, categories, awards, etc.
- March Executive Board meeting: Bylaws and Policies Committee presents formal set of Quilt Show Procedure changes to the board.
- May Quips: Bylaws and Policies Committee publishes board-approved revisions for review by the membership.
- June membership meeting: Present final revisions to the membership for approval.

Changes to the Quilt Show Procedures must be approved by the Executive Board and presented to the membership for approval by simple majority vote at a corporate meeting of the guild.

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Categories, Size, Awards by Categories		
Always round up when computing the number of Honorable Mentions available in each category.		
Category		Awards
100	Pieced, Large, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
200	Pieced, Small, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
300	Pieced, Large, made by more than one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
350	Pieced, Medium, made by more than one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
400	Pieced, Small, made by more than one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
500	Appliqué, Large, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
600	Appliqué, Small, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
700	Appliqué, Large, made by more than one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
800	Appliqué, Small, made by more than one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
900	Art Quilt, Large, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
950	Art Quilt, Small, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1000	Art Quilt, Large, made by more than one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1100	Miniature, made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1200	Novice, all sizes, made by one or more persons	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1300	Junior Member Quilts, all sizes, made by one or more persons	All quilts receive a ribbon.
1400	Other Techniques, all sizes, made by one or more persons	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1500	Kit Quilts, made by one or more persons, all sizes	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)

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Categories, Size, Awards by Categories		
Always round up when computing the number of Honorable Mentions available in each category.		
Category		Awards
1600	Embellished, all sizes made by one or more persons	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1700	Modern, made by one person, all sizes	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1800	Modern, made by more than one person, all sizes	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
1900	Hand Quilting, all sizes, quilted by one or more persons	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
2000	Special Occasion, all sizes made by one person	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)
2100	Special Occasion, all sizes, made by two or more persons	1st, 2nd, 3rd, and Honorable Mention (up to 20% of quilts)

PHOTOGRAPH REQUIREMENTS

If you plan to submit any item for the show, a digital photographic file or a color photograph of each entry must be submitted. If you submit your entry form online you can upload a digital color photograph of each entry. If you submit an entry online but do not upload a picture, you must mail a labeled photograph of each entry. If you send a mail-in entry form, a color photograph from a commercial processing lab is preferred. Photographs mailed to the Entry Committee should be no smaller than 3.5 x 5 inches and no larger than 4 x 6 inches. If you mail in a photograph, it will not be returned. We do not accept Polaroid prints. The digital files will be printed by the Entry Form Coordinator(s) as 4 x 6 inch photographs and attached to your entry information.

The photograph you submit can be taken of your quilt or special exhibit in progress, as long as enough is complete that it shows the major design elements.

The Floor Plan Committee coordinates colors and designs to achieve a pleasing arrangement of quilts with these photographs. The Verification Committee also reviews them with the entry forms. Show your quilt off to its best advantage with an in-focus and accurate color photograph.

Your photograph does not have to be taken by a professional photographer with studio lights. Refer to "Tips for Taking a Show Entry Photograph" to improve your results.

Tips For Taking a Show Entry Photograph

- All visible light has a color, but our eyes and brains adjust our view so we don't see it. The closer you match the camera setting to the available light source you will help neutralize this color cast on the photograph. A good way to match your light sources is to use the white-balance (WB) controls on your digital camera—Sunny, Cloudy, Shade, Tungsten, etc.

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- It is best to use natural lighting, so take your photo outdoors, NEAR NOON. When the sun is directly overhead, the light is most “neutral” and will give your image the most accurate color. A calm day with high-overcast skies is best. A calm sunny day will work but it will give you a higher-contrast photograph. Avoid placing your quilt in the shade on a sunny day because this will give the photograph a blueish cast (from the reflected sky).
- Borrow a quilt stand or have a friend (or two) hold your quilt. Hold the camera steady and have the camera back parallel to the quilt. Aim the lens at the center of the quilt.
- Take more than one photograph of your quilt. Your odds improve.
- Make sure that the entire quilt is in the photograph, you have allowed a margin around the edge of the quilt and it is in focus.
- Digital cameras capture a narrower exposure range than print film. This means that very bright areas can end up “blown-out” white showing no detail. If your quilt is white on white or has a lot of white areas and you want to show detailed stitching in these areas, you need to slightly underexpose the image. Try shooting at the recommended exposure and then taking a second shot at $\frac{1}{2}$ to one f/stop less exposure time. To decide which image is best, view on your computer monitor.
- Avoid taking the photo indoors unless you have studio equipment.
- Do not use the built-in flash on your camera. It can make the photograph “flat” by removing subtle shadow detail. Also, the flash is more intense in the center than on the edges.
- The Show Entry Form Coordinator asks that you do not crop, resize or modify the original digital file in any way.

Want more tips or information? Check out “*Shoot That Quilt! Digital Photography for Textile Artists*” by Andy Baird and Holly Knott.

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HOW TO MAKE A QUILT SLEEVE

The goal of the sleeve is to hang the quilt without distortion and without the sleeve showing from the top as it hangs. Please do not attach the sleeve to the underside of the binding. The sleeve should be attached low enough on the back that it remains hidden once the pole is inserted and the sleeve should have enough “poof” in it that the pole does not force the quilt to become convex on the front. The side hems and the joining seam (if necessary) are all turned to the outside. The inside of the sleeve tube is smooth to facilitate pole insertion without getting stuck on any seams on the inside.



1. Measure the top of the quilt 1” below the top of the binding.

Cut a piece of fabric 9” high x the quilt width.

In this example, the sleeve (9” x 65”) will have to be pieced since the quilt is wider than 40”. You do have the option to cut the sleeve fabric on the grain if your fabric is long enough.



2. If you piece your sleeve, stitch WRONG SIDES together on the short end with a quarter inch seam.

Press the seam open. You should have a 9” strip x the width of the quilt.



3. Turn a one-quarter inch hem on one short (9 inch) end and press. Make sure you turn it to the same side as the open center seam, if there is one.

Then turn it by one-quarter inch a second time and stitch. Repeat for the other end.

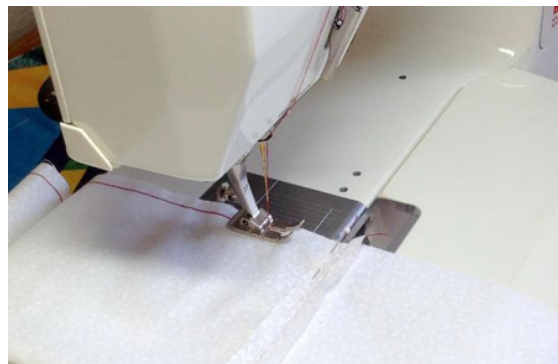
Your strip should now measure 9 inches x 1 inch less than the width of your quilt.



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4. Fold the strip lengthwise **WRONG SIDES TOGETHER** with seams and hems to the outside, stitch one-quarter inch seam.



5. ****Press**, putting a firm crease in the side opposite the seam.



6. Stitch a **BASTING** stitch one inch from the fold.



7. Adjust the tube so that the seam and the basting are opposite each other centered on the tube and press both sides of the basting with a firm crease.
Your tube should look like this.

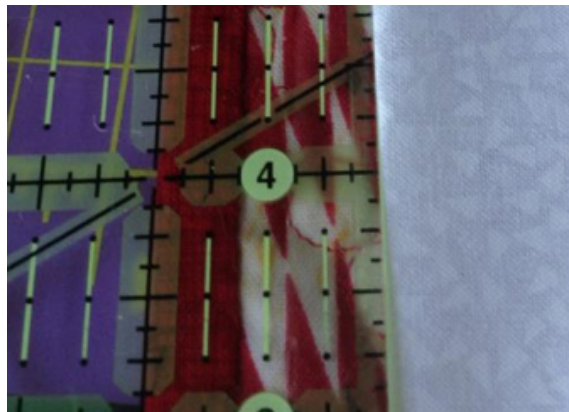


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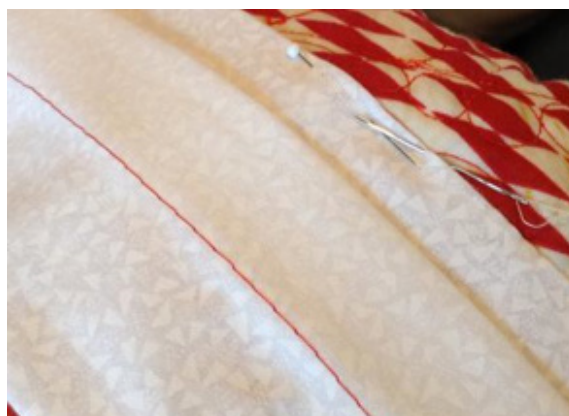
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8. Place the quarter inch seam in the tube against the back of the quilt with the basting pleat on top and pin in place.

Align the top of the sleeve 1" from the top of the quilt binding and one-half inch in from the side of the quilt.



9. Hand stitch along the long top and bottom crease in the tube, being careful to catch only the backing in the stitches. You do not want any stitches showing through on the front of your quilt.



10. Be sure to sew the back portion of the tube along the sides so the pole does not accidentally get placed between the sleeve and the quilt when hung.

When all four sides have been stitched, remove the basting from the front of the sleeve.



11. This sleeve now measures 4 inches across and meets the requirements for any show that specifies a 4 inch hanging sleeve.

