

Instructions for Quilt Sleeve, Pillow Case, and Label

As we approach the BQG Quilt Show, there are a few things that you will need to do to prepare your quilts for submission: hanging sleeves, submission pillow cases and quilt labels. Below are instructions for each of these:

Adding a sleeve to your quilt

Any quilt, wall hanging, or similar item must have a 4" sleeve attached for ease in hanging. The display committee cannot hang a quilt that does not have a sleeve. Sleeves can be whipped stitched, basted, or safety pinned on the quilt. Make sure the safety pins are closed. Below are instructions on how to make a sleeve.

1. Cut or piece together fabric to make a strip 9" tall and the same width as the quilt.
2. Hem the short ends of the sleeve
3. Fold the strip lengthwise, wrong sides together, aligning its raw edges. Sew raw edges together with $\frac{1}{2}$ " seam. Center the seam and press seam open. You should now have a tube with folded edges top and bottom and the seam centered on one side.
4. Place the seam against the quilt's back. Center the sleeve tube and pin the top edge of the tube to the back of the quilt, just below the binding.
5. Use a whipstitch, basting stitch or safety pins to attach the top edge of the tube to the quilt backing. Remove the pins once attached. If using safety pins, space them about the width of your hand apart.
6. Smooth the sleeve tube downward along the quilt back, then make a $\frac{1}{2}$ " fold along its length to create a pleat. Leaving the pleat intact, pin the sleeve bottom to the quilt. If this pleat business sounds like too much trouble, just smooth the tube downward along the quilt back and go to Step 7.
7. Whipstitch, baste or safety pin the lower edge of the sleeve to the quilt. The sleeve should pooch out a bit to allow space for a hanging rod. If the sleeve does not pooch out, it will still be quite adequate for hanging at the BQG Show.

Labeling your quilt

Any item entered must have a permanent label displaying the name of the quilt, your name. This information can be written on the sleeve.

Pillow cases

Each item entered in the show must be submitted in a separate pillowcase with the name of the quilt, your name, address, and telephone number securely on the pillowcase.

Each entrant will receive notification by email or telephone for those without an email approximately 1 week before the show, reminding you of what you have entered and a confirmation of the drop date and time.