

## Fashion and Gallery Shows – NEWS 2009

### Entry Instructions

- Please neatly type or write with black ink to complete each form.
- Your guild NEWS representative will assign you an identification number to use with each piece submitted. Please use this number on entry forms, labels, and packing materials for each piece.
- For each entry you should submit the following:
  - Two copies of the entry form (keep a third copy for your own records)
  - Two copies of the draft sheet (computer-generated is fine)
  - Two copies of an overall photo of the entire item, which may be digitally printed on paper or a regular photographic print. Slides, CDs, and DVDs are not acceptable.
  - Two swatches of fabric or 2 photocopies of the fabric (place fabric on color photocopier and print). Swatch or copy may be any size. Yarn samples may also be included. Please attach the fabric with staples or sewing thread since non-archival tape degrades over time.
- You must also submit a signed release form for each show entered and a check for \$7 for each entry, made payable to your guild.
- Two sets of entry forms are requested because many committees need to use them: for the jurying process, planning the show hanging, making the exhibit labels, and scripting the runway fashion show. After NEWS, one set of entry forms will be placed in the NEWS Traveling Library. The second set will be returned to your guild for its own library or to return to you.
- Do not use sheet protectors. The NEWS committees will add matching archival sheet protectors after receiving the entry forms.
- Identify each entry with a small tag (paper, fabric or Tyvek) with the code # printed on (in pencil or permanent ink) sewn to the back bottom right, the inside right shoulder seam or another place which will not show during exhibition. No identifying information should be visible.