

ACCEPTED ITEMS
SAN JUAN WEAVERS GUILD SHOW AND SALE

The following is a list of items that will be accepted in the annual San Juan Weavers Guild Show and Sale:

1. Item must be created by a guild member.
2. Any woven items. This includes basketry, rag weaving, ribbon weaving, and loomed beadwork. Woven items may be made with commercial yarn.
3. Handspun yarn in skeins.
4. Items made with handspun yarn. If items are knitted, crocheted, knotted, or any technique other than weaving, they must be made with handspun yarn or roving. If handspun yarn is used that was not spun by the knitter, weaver, or other artisan using the yarn, credit must be given to the spinner on the hangtag.
5. Locker hooking must use handspun or roving only.
6. Fiber and fiber-related books, cards, notepaper, videos, new tools, and kits created by a Guild member or under their direct supervision. Commercially available tools, jewelry, books, and other items are not acceptable.
7. Felted items must be constructed of handspun roving and fleece. Knitted items of commercial yarn that have then been felted are not acceptable.
8. Commercial fabric must not be an obvious part of the item.
9. Embellishments may not exceed 10% of the total finished item.

A review committee (made up of current Guild officers) will make the final decision on any items that are not clearly in one of the above categories. It would be best to bring any items you feel might be questioned to the September or October guild meeting to have them reviewed. The review committee will do a walk-through the morning of the sale prior to opening; any unacceptable items will be removed at that time.

Prices cannot be reduced or items removed from inventory during the sale.

STANDARDS

SAN JUAN WEAVERS GUILD SHOW AND SALE

Please review the Guild's standards for preparing items to sell. We believe these standards improve the salability of your handwoven or handspun items.

1. Wash everything that is washable. Do not surprise the purchaser with shrinkage or running colors.
2. Finish each item appropriately. Use hem stitching, machine stitching, "fray check", knotting, etc., for a professional looking item. Tie all loose ends and clip threads.
3. Press everything. Be sure item is free of objectionable odors, such as cigarette smoke, pet odors, excessive fabric softener. Make it as presentable as possible.
4. Use fiber names that the public will recognize on the hand tags and/or content label.
5. Care instructions should stay with the item after it sells. Do not put care instructions on the small tags because they are removed at the check-out table. Use large tags or business cards.
6. Use the professionally printed hang tags provided by the guild. Do not make your own.
7. At the meeting prior to the sale, let the set-up committee know if any ideas you might have that would enhance the salability of your work. Let them know of any props, etc., that you might have so they can work your ideas into the overall plan of the sale.
8. Avoid bringing to the sale items that haven't sold two or more years in a row. In the same vein, we tend to repeat making any item that is very successful in the same styles and colors. Perhaps changing the colors in these items or the style would enhance their salability even more. Or, at times it might be beneficial to give these items a rest for a year or two, and then try them again.
9. **HAVE FUN!** While you are weaving/spinning for this event, keep these few factors in mind: we strive to keep the Show and Sale fresh and exciting year after year, adding new and interesting items, letting others rest for a while, and just weaving for the fun of it!

CHECKLIST

SAN JUAN WEAVERS GUILD SHOW AND SALE

Please review this checklist as you prepare for the Show and Sale. It is imperative that each participant follows these guide lines for the smooth operation of the Show and Sale.

1. **ELIGIBILITY** for participation in the sale is limited to current members, who have paid their dues by the first day of October of the year of the sale.
2. **SHOW PARTICIPANT’S WORK RESPONSIBILITIES:** Each participant is expected to work on one of the planning committees prior to the Show and Sale as well as work a shift on the day of the Show and Sale. If you cannot work prior to the and during the event you will be charged a 28% commission. Otherwise, the commission charged is 18%. Junior members pay no commission.
3. **PRICING AND COMMISSION:** When pricing your items, include the applicable commission (18% or 28%) for the Guild. **DO NOT UNDERPRICE YOUR ARTICLES.** Your time and effort are valuable. Talk with other guild members if you have any questions; they are a great source of information.
4. **GUILD HANGTAG:** Use a guild hangtag on each article for sale; your own hangtag, such as a business card, can also be included under the guild hangtag. Extra hangtags will be available at the October meeting or look in the November newsletter for the location of extras. Please do not make your own.
 - a. Use the large Guild hangtag on all your items except for ornaments and other small items where the large tags would be distracting. Only one small tag needs to be on these smaller items unless the guild member wants a tag to remain on the item for the customer—then the item should be double tagged with your own hangtag/business card included under the Guild hangtag.
 - b. Care instructions should be included on the upper back of the large Guild hangtags or on the back of your own hangtag/business card.
 - c. Attaching tags: punch a hole in the upper left-hand corner of the tag and attach securely to the item with string. Sometime the tags fall off and we have no idea to whom the item belongs.
 - d. Fill out both top and bottom portions of the larger guild hangtag. The bottom section will be clipped off for guild use at the time of the sale of the item.
 - e. **BARCODES WILL BE PROVIDED AT CHECK-IN.**

5. CHECK-IN: You must have your work checked in prior to the Show and Sale setup. Check-in locations and times will be listed in the November newsletter.
 - a. Items you are submitting for sale.
 - b. A printed copy of your filled out inventory sheets.
 - c. A self-addressed stamped envelope. Use two stamps if you have more than four inventory sheets. Your check and inventory sheets will be returned to you by mail in about a week after the Show and Sale.
6. SET-UP: if you are helping set up for the Show and Sale, please plan on being at the Sale location at the time and date specified in the November newsletter.
7. CHECK-OUT: Please be at the Show and Sale location at the time specified in the November newsletter for check-out. If you cannot be there, arrange to have someone pick up and check out your items along with any props that belong to you.

SAN JUAN WEAVERS GUILD
SHOW AND SALE
INVENTORY SHEET INSTRUCTIONS

Guild inventory sheets must be used. If you don't use a computer or don't have Excel on your computer, you may copy the printed copy of the inventory sheet. Electronic Inventory Sheets are in Excel on the San Juan Weavers Guild website under FOR MEMBERS ONLY (<http://www.sanjuanweavers.org>).

Open the Excel document and save (use SAVE AS to preserve a blank form to use another year) the form to your hard drive. Use your last name, Inventory and the year (for example: GriderInventory2023).

PLEASE DO NOT CHANGE ANY OF THE FORMATTING!

Click on the blanks and begin filling in according to the following INSTRUCTIONS.

NAME on every page you need. Use your name as you want it to appear on your check.

MEMBER INITIALS: please use 3 letters.

ARTISAN #: use your unique assigned number. If you don't have an ARTISAN #, please contact Deanna.

IN, SOLD, and OUT: leave blank.

ITEM NUMBER: start your numbering with the number 1. Please use numbering in consecutive order. Group the items in the list (rugs, scarfs, etc.)

ITEM NAME: use the names from the ITEM NAMES list. (One sheet lists the items according to category and the other sheet lists them alphabetically.)

TECHNIQUE: use TECHNIQUE list.

FIBER: enter fiber names using the FIBER list.

PRICE: enter the price of the item. (You don't need to enter a \$ or a decimal. Please use whole dollar amounts only—no cents.)

ITEMS NOT FOR SALE (NFS): list these on the last page and all together if more than one. These can be display items like challenge pieces or props. Label these as well so they get back to the right person.

SAVE your changes to the inventory sheet.

EMAIL the inventory sheet to Deanna Grider at deegrider@aol.com by attaching the file.

If you have any questions please do not hesitate to contact:

Deanna Grider
970-240-0453
deegrider@aol.com

ITEM NAMES

ACCESSORIES

bag
belt
bracelet
hair decoration
hat
earrings
necklace
pin

BABY AND CHILDREN

baby blanket
children's clothing
doll
doll clothing and accessories
stuffed animal
toy

CLOTHING

cape
coat
jacket
dress
sarong
kimono
skirt
top
shrug
shirt
vest
ensemble
ruana
poncho
boa
mittens
gloves
muff
scarf
muffler
shawl
socks
shoe inserts

FOR THE HOME

afghan
throw
blanket
pillow
pillowcase
bath mat
napkins
bread cloth
placemat
placemat set
runner
tablecloth
towel
potholder
hot pad
coaster
mug rug
wall hanging
wreath
Christmas ornament
pin cushion
sachet
basket
rug
apron
bowl
gourd
dryer ball
mat: bath or table

WEAVING/SPINNING SUPPLIES

fleece
roving
handspun yarn
handmade tools
kits
books authored by member

MISCELLANEOUS

temari
bookmark
card
gift tag
needle case
eyeglasses case
key ring
magnet
paperweight
pet accessories
miniatures
yardage
buttons

TECHNIQUES

bead weaving
crochet with handspun
felting
knit with handspun
spinning
weaving

FIBER

basketry materials (this could be defined by several fibers)
combination fibers (this could be any combination of fibers with each fiber separated by forward slash, i.e., wool/cotton)

acrylic
alpaca
bamboo
cotton
linen
llama
polyester
rayon
silk
tencel
wool
yak