



## 2025 Quilt Block Policies and Procedures

---

### 1. Overview

The Quilt Block is a beloved part of the Festival of Trees. Donated quilts of all sizes are beautifully displayed and sold to benefit Primary Children's Hospital.

- Online registrations at [www.FestivalofTreesUtah.org](http://www.FestivalofTreesUtah.org) begins the first Monday of July.
- Complete and submit registration form by November 1, 2025. Follow the instructions thoroughly.
- Upon receipt of your completed registration, you will receive an email confirmation. If you do not receive your email confirmation (check your spam!) email [festivalquilts@gmail.com](mailto:festivalquilts@gmail.com).
- Specify the size of your quilt to reserve an appropriate amount of space.
- If you register but are unable to fulfill this commitment, please notify Valerie Cutrer, Quilt Block Chair, by email ([festivalquilts@gmail.com](mailto:festivalquilts@gmail.com)) so all spaces may be utilized.

### 2. Important Dates

- Quilt Turn-in Day 1: Saturday, November 8, 2025 – 8:30 a.m. to 12:00 p.m.
- Quilt Turn-in Day 2: Saturday, November 22, 2025 – 8:30 a.m. to 12:00 p.m.
- Opening Night: Tuesday, December 2, 2025

### 3. Guidelines

- All sizes of quilts are welcome; high-quality workmanship is expected. Quilts may be hand or machine quilted.
- Due to space limitations, quilts may be sold in the **Quilt Block** or **Cash & Carry Department**.
- Name your quilt on the registration form (limit: 22 characters).
- Keep a record of expenses and save receipts for your tax purposes. Submit an **Itemization of Expenses** Form.
- Quilts must be delivered to the Festival Warehouse at 824 West Fine Drive, Suite 100, Salt Lake City, UT 84119 on the above dates. You may send it with a board member or deliver personally to the Festival Warehouse, 824 West Fine Drive, Suite 100, Salt Lake City, UT 84119
- Do not solicit businesses for donations without first clearing the contact through Primary Children's Hospital Foundation at 801-357-3638.
- Story cards must be 500 characters or fewer. If longer, you may bring it printed and framed no larger than 8x10.
- All quilts become the property of Festival of Trees and will be priced and sold accordingly.

### 4. Antique & Collectible Donation Guidelines

We appreciate your generosity in donating valuable antiques and collectibles as part of any auction item or on their own to our event. Your contributions are essential to the success of our festival, and we are sincerely grateful for your support.

#### Condition of Items:

- Collectibles should be in like-new condition—free from damage, repairs, chips, or cracks.
- Antiques should feature authentic markings and exhibit natural wear consistent with their age, while remaining free from significant damage or restoration.
- Because antique pricing can be subjective and sometimes reflects retail or boutique values, we may need to consult a Festival Co-Chair for guidance before assigning a price.
- All antiques will be reviewed and approved prior to inclusion in the auction.
- Whenever possible, please include any certificates of authenticity or relevant documentation.

#### Packaging Requirements:

- All collectibles must include their original packaging in retail-ready condition.
- If the original packaging is missing or unsuitable, please provide a new, appropriately sized box with professional labeling.
- We are unable to accept items without quality packaging, those that have been repaired, or items without meaningful collectible value.

### 5. Festival of Trees Admission

- As a ***Thank You*** for your efforts and generosity, upon delivery of your quilt at checkout (or upon quilt turn in) you will receive two Festival tickets to be used any day Wednesday through Saturday of Festival week.

### 6. Contact and Volunteer Information

- Chair: **Valerie Cutrer**
  - Phone: **801.808.1366**
  - Email: [festivalquilts@gmail.com](mailto:festivalquilts@gmail.com)
- Please consider volunteering during Festival week. For more information, visit: [www.festivaloftreesutah.org](http://www.festivaloftreesutah.org)

Thank you for your ***Gift of Love*** to the children at Primary Children's Hospital.