

## 17. Sending Quilt **Tops** and Quilting Materials to Longarm Quilters

- When providing quilt tops, batting and or backing fabric to a long-arm quilter complete the Transfer of Quilts & Quilting Materials form and send with the items.
- **Do not** send QOV quilt labels. Labels are to be added to the quilt once the quilt has been returned to you.
- Retain a copy **of the completed form** for your records and inventory control.

### **SAMPLE OF COMPLETED FORM**



### **Quilts of Valour - Canada Transfer of Quilt Tops & Quilting Materials**

Sent To: Martha Longarmer Date Sent: February 1, 2021

Sent By: Sally Quilter Sender's Address: 123 Main St, Anytown, Canada

The following materials have been provided for quilting.

Item #	Description of Item
1	quilt top - red & white log cabin – 60" x 80"
2	cream backing fabric – 68" X 88"
3	quilt batting – 68" x 88"

Received By: (please print)

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Location: \_\_\_\_\_

Date: \_\_\_\_\_

Please return a signed copy of this completed form to the sender noted above.