June 2024

Dear Quilting Friends,

**The Water Mill Museum’s 38th Annual Quilt Show and Sale will open on Thursday, August 15th and runs through Sunday, September 1st.**  We invite you to submit Quilts in good condition, and small hand sewn items for sale or display. Due to limited space, we will only accept one “Display only item” per person. The museum will do their best to prominently display quilts from everyone entering our show.

**Quilt drop off is Tuesday, August 13th from 11-1.**If you have a number of pieces to check in, please allow yourself enough time to have us register them and give you receipts. Quilts must remain at the Museum for the duration of the show (unless they are sold), and should be picked up between 11AM and 1PM on Tuesday, September 3rd.  If these time periods do not work for you, please let us know well in advance so that alternate arrangements can be made.

A registration form is needed for each quilt submitted. One is included with this letter. Please mail or deliver your completed form(s) to Eileen Noonan, 11 Mill Pond Lane, Water Mill, NY  11976, by August 7th.

The Museum’s commission will be 25% of sales.  If you intend to sell your quilt(s), remember to include the commission in your asking price. For example, if the quilt is sold for $100.00, the seller will receive $75.00.  In order to process commission payments, we must have a completed W-9 form from each seller.  Sales totaling $600.00 or more require us to generate a 1099-MISC. The W-9 forms will be available at the museum or can be downloaded from [www.irs.gov](http://www.irs.gov/). Commission checks over $600 will not be issued without a W-9 on file.

If you have any questions, please call or text Peggy Helstowski 516-443-6692, Eileen Noonan 516-848-7500, or call Rachel Verno, our museum manager at 631-726-4625. Please visit our web site for more information including our forms. [www.WaterMillMuseum.org](http://www.watermillmuseum.org/).

Thank you for your participation in the Water Mill Museum’s Quilt Show and Sale!  We look forward to seeing you this summer.

Yours truly,

Co-Chairs

Peggy Helstowski

Eileen Noonan