

RGFA Holiday Sale 2025 Guidelines for Entry Form and Pricing

Dear RGFA Member,

Following are instructions for participating in our Guild's upcoming Holiday Sale on November 22-23, 2025, at the Luther Burbank Art & Garden Center, 2050 Yulupa Ave., Santa Rosa. Please read them carefully.

Guidelines for the Entry Form

- **Early Deadline:** If you plan to bring your Sale items to the Guild meeting on Wednesday, Nov. 5th, the *Early Entry Form* deadline is **Monday, Nov. 3rd** to submit your completed form via email. Send it to Lynn Noble at: fiberart1@gmail.com. Once submitted, bring your tagged sale items, along with a copy of your entry form to the Guild meeting on **Wednesday, Nov. 5th**.

Packets of price tags, small safety pins, and printed Entry Forms will be at the Oct. 1st & Nov. 5th Guild meetings. Or contact Lynn for another time to snag your tags!

- **Final Deadline to email your form is no later than Thursday, Nov. 13th** -- if you choose this option, you will need to make an appointment to deliver your Sale items to Lynn at the Luther Burbank Art & Garden Center *no later than* **Saturday, Nov. 15th, from 9:00 a.m. to 1:00 p.m.** We have arranged access to the Guild's Shed through the big drive-thru gate. Please be sure to have all items tagged before dropping them off.
- Again, after your form is completed, attach it to an email and send it to Lynn at: fiberart1@gmail.com by one of the dates above.
- If handwritten, scan or photograph your Entry Form and email it. You may also write your entries on a printed Entry Form and mail to Lynn Noble, 4822 School St., Santa Rosa, Ca 95409. USPS mailed forms must be received by Nov. 13th, and delivery of your items by Nov. 15th.

Pricing

Select the price you want for your item(s). Keep in mind the value of your work and materials, the beauty of the finished piece, and the Sale commission ($\pm 25\%$). Please refer to the **Minimum Prices** chart on Page 3. If you aren't sure, or don't see your item listed, please contact Lynn at: lynn.n@redwoodgfa.org for guidance.

Listing your items on the Entry Form

List each item individually. Show your personal code number of three initials of your name, then a hyphen, followed by a two-digit number starting with 01. Examples:

Unique (U): single, one-of-a-kind items:
LEN-01 Scarf, black chenille - U - \$95.00

Set (S): sets of items that are sold together:
LEN-02 Mug Rugs, yellow (set of 4) - S - \$21.00

Items that have different attributes or prices will get their own separate Item Codes.

Once your entry is received, we will email you a confirmation copy of your form showing that it was received. Occasionally, corrections are needed on the Entry Form; consider waiting for your confirmation copy before completing your tags.

Bring your *tagged* items for the Sale to the November 5th Guild meeting for a 9:00 a.m. check-in with Lynn. This is the EARLY deadline mentioned above. You must have emailed your Entry Form by Nov. 3rd.

Include a printed copy of your form with your items. Remember: all tagged items must have the same numbers and prices as the items listed on your form.

→ You may choose to email your Entry Form by Thursday, Nov. 13th, and deliver items by Saturday, Nov. 15th, the FINAL Entry dates. Contact Lynn to make a delivery appointment at our LBAG Center shed.

Thank You! If you have any questions, please email Lynn at: fiberart1@gmail.com

RGFA Holiday Sale Policies for 2025

1. **Purpose:** The Holiday Sale is intended to be an exclusive venue for our members to sell their fiber arts. It is also an opportunity to share with and educate the public about the fiber arts our Guild represents. Entry of items is open only to RGFA members.
2. **Item Categories:**
 - Handwoven or interlaced items, including basketry, wire weaving and Kumihimo
 - Handspun skeins and finished work
 - Handmade felt including needle-felted items
 - Knitted and crocheted items using handspun or commercial fibers (washed & blocked)
 - Handmade paper
 - Felted and handmade fabric beads, bead weaving (including items made on a bead loom or off-loom such as brick stitch, Peyote stitch, and other textile techniques). Strung beads will not be accepted unless it is part of a set in any of the above categories and sold as one unit
 - Processed roving, batting, washed fleeces/locks (free of dirt and vegetable matter)
 - Hand dyed yarns (both handspun and commercial)
 - Hand dyed items, using various dyes (natural & eco-printed, fiber reactive, acid, etc.)
 - Items using commercial fabrics in creative ways (e.g. linings, trims, quilts, rag rugs, etc.) will not be excluded
 - Handmade tools used for working with fibers (such as wooden crochet hooks, knitting needles, etc.)
 - Cards and stationery that include materials within one of the above categories (*photographic reproductions are not acceptable*)

If you don't see your category, don't worry. We want the sale to reflect and include the unique work of our members. Please check with Lynn Noble at fiberart1@gmail.com with any questions.

3. **Member's Own Work:** All creations must be the member's own work. For example, if an item is handspun, it must be the submitter's own handspun. The exception is a collaboration which should then be indicated on the entry tag and all contributing artists' names included.
4. **Quality:** We wish to stress quality standards for items submitted and reserve the right to remove an item if it is not up to Guild standards. All items must be new, clean, and unworn. Follow customary finishing procedures of wet finishing and pressing for handwovens and washing and blocking of knitted and crocheted items. Unfinished items will not be accepted. Ask for assistance if you have questions about technique or finishing.
5. **Pricing:** This sale is not intended to be a "yard sale" to dispose of unwanted items or a bargain basement sale. It is intended to be a sale that demonstrates the quality and value of our work. To protect Guild members from unfair pricing and/or internal competition, a minimum price guide has been established. Guild members may put any price they wish on their items, and we recommend it to be *at or above* the minimum price. See the attached minimum price sheet for detailed information.
6. **Fees and Commission:** It is the intention of the Guild that Fees and Commissions charged to the participating members do not exceed the cost of putting on the sale. In the interest of simplicity, we are setting an initial base commission of 25% on each item sold (although the actual amount may be different depending on the final calculation). If, at the end of the sale, the funds collected from the estimated commission exceeds the cost of putting on the sale, the commission will be lowered to the point necessary to cover the cost of putting on the sale. However, at the end of the sale, if the funds collected from the estimated commission do not cover the cost of operating the sale, the commission will be increased as necessary to cover the cost of the sale.
7. **Participation:** Each person selling items in the Guild sale will be required to participate in putting on the sale. Participation may be in the form of helping with pre-sale activities such as publicity; collecting, labeling, inventorying members' items for sale; pre-sale setup; staffing the sale; post sale take-down; outreach demonstrations during the sale. There are abundant opportunities for participation, please contact Lynn Noble at fiberart1@gmail.com to find out more.
8. **Losses:** RGFA has organized procedures that are designed to minimize loss; however, RGFA is a volunteer organization that relies on volunteer workers and is not responsible for any lost or missing items.

Minimum Prices for the RGFA Holiday Sale

Please note: The information below is meant to provide guidance for minimum prices.

Consideration of materials, time, effort, commission, and the marketplace must be used by the maker when determining a fair price for handmade items.

<u>Accessory Items</u> Belts - \$30 Hats and caps - \$30 Baby hats and caps - \$20 Mittens and gloves - \$30 Scarves - \$40 Cowls - \$30 Socks - \$35 Small & large bags and purses - \$25	<u>Household Items</u> Aprons - \$30 Mug rugs - \$10 set of 4 (counts as 1 set) Napkins - \$10 Pillows - \$40 Placemats - \$10 Potholders - \$10 Runners - \$35 Tablecloths - \$55 Tea cozies - \$30 Towels (tea, fingertip, guest, bath, dish, bread cloths) - \$25
<u>Baskets</u> - \$35	<u>Rugs</u> - \$60 Floor Mats - \$15
<u>Blankets and Covers</u> Baby Blankets - \$50 Bed Blankets - \$155 Throws (approx. 40" x 60") - \$60 Afghans (approx. 48" x 70") - \$85	<u>Toys</u> Knitted or woven stuffed toys - \$25 Knitted or woven puppets - \$30
<u>Cards and Journals</u> Cards - \$5 Journals - \$15	<u>Yarn & Fiber</u> Handspun yarn - \$8.00 per ounce (to the nearest dollar) Roving or locks – \$2.00 per ounce
<u>Clothing</u> Baby sweaters - \$30 Cocoons and Ruanas - \$80 Jackets - \$80 Shawls - \$75 Vests - \$60	<u>Jewelry</u> Bracelets - \$30 Brooches or pins - \$30 Earrings - \$25 Necklaces - \$40
<u>Miscellaneous Items</u> Book covers, bookmarks, cup warmers, key chains, ornaments, and other small items not covered in any other category - \$5 minimum	

- Each person may enter no more than **30** items in each subcategory. There is no limit on the total number of items any one person may offer for sale
- Prices of sets should reflect the price of each item in the set. For example, price for a set of 4 placemats is \$40.00 (\$10 x 4 qty.); minimum for a scarf and mittens set is \$70 (\$40 + \$30)
- All items must be priced to the nearest dollar (Example: \$5.00 or \$10.00 *-not-* \$5.50 or \$10.25, etc.)
- If you are thinking of offering an item for sale that is not listed above and aren't sure of its category, or what the price should be, contact Lynn Noble at: fiberart1@gmail.com.