

Rug Hooking Week Rug Drop off and Pick Up information and checklist

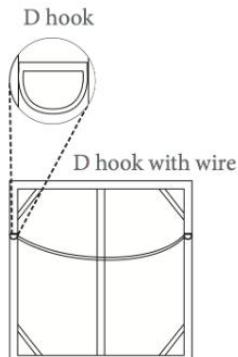
- Make sure to preregister all rugs online at www.saudervillage.org/.
 - All rugs must be registered by July 15, 2025
 - You will receive an automatic submission receipt when your registration is successfully entered. If you do not receive one, please contact us at rughooking@saudervillage.org
 - All pieces greater than 72", 3-dimensional, having specialized hanging/display requirements, or pieces weighing over 20 pounds must be reviewed prior to registration. Please email us photos and details including the item's dimensions, weight and display needs to rughooking@saudervillage.org. We will determine if we can accommodate your piece, so you may complete registration.
- Rugs must be brought to Founder's Hall for drop-off on Monday August 12, 2026 between 1:00 and 5:00 PM. Late drop-offs may not be accepted. If you find you are running late, please contact us at 1.800.590.9755.
- If you are bringing more than 5 rugs of your own or for others to drop-off, please contact us prior to Friday August 9 so we can prepare and make your drop off quicker.
- A claim ticket will be issued for each rug dropped off. Keep it. You will need it to pick up your rug on Saturday August 15.
- Each rug must be clearly labeled on the back with the name of the maker, title, designer and the year of completion.
- All framed pieces or stretched canvas style pieces must have a hanging wire attached to the back. Cardboard/board backed pieces or tab tops with hanging rod pieces must have a hanging wire or hanging handle. [See examples attached.]
- You will need to take all wrappings, carry bags and totes with you after dropping off rugs.
- **Guilds and Group Exhibits:** Please contact us ahead of time at rughooking@saudervillage.org to coordinate drop off arrangements.

In-Person pick up of rugs on Saturday, August 15

- Once the Exhibit closes at 5:00 PM on Saturday August 15, the exhibit hall will be closed while we take down and prepare the rugs for pick up. You will be asked to exit the hall and remain outside until the doors re-open at roughly 6:00 pm.
- **NO EXHIBIT PIECES MAY BE TAKEN FROM SHOW BEFORE CLOSING ON SATURDAY AUGUST 15**
- Claim ticket issued at drop off must be presented at pick up to claim the rug. No exceptions. If someone other than the person who dropped off the rug is picking it up, they must have the claim ticket issued for that rug or we will not be able to give the rug to them.

Hanging Methods Overview

Acceptable:



D, round or triangle hook
and Hanging Wire

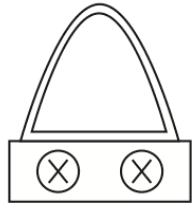
Handle Style

Tapestry Hanging rod

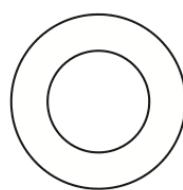
Not Accepted:



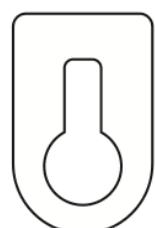
Hook only



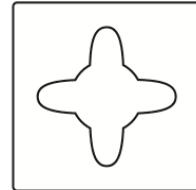
Triangle Hook



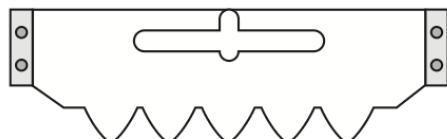
Circle Hook



Keyhole Hook



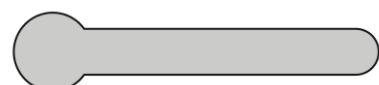
T Hook



Sawtooth hook of any type



Built in Slot



Keyhole/cutout slot