

Staff Centennial Quilt Block

Your name _____ Department _____

Job Title _____ Daytime phone _____

Mailing Address _____

ASU email address _____ ASU ID# _____

Please check to make sure the following items are included when you return this packet:

- Photo** – Label back of photo (or front of disk if submitting digital photo) with your name, department and daytime phone number.
- Text** – Write in the text on the back of this page.
- Fabric** (optional) – You may provide the fabric you want us to use for your block. It must be 100% cotton, unwashed. Three different fabrics will be used in each block; prints are preferable to solids. Each piece must be at least 9" x 9".
- Payment** – Check for \$10 payable to ASU Foundation

I verify that I am the owner of the photograph submitted by me. I have full authority to grant to the ASU-Jonesboro Staff Senate and the ASU-Jonesboro Museum the right to reproduce the depiction of persons or other images in the photograph. I further verify that the information contained in the text submitted by me is accurate to the best of my knowledge. I hereby grant to the ASU-Jonesboro Staff Senate and the ASU-Jonesboro Museum the right to reproduce and use the photographic image and text for public display. I agree to indemnify and hold harmless the ASU-Jonesboro Staff Senate and the ASU-Jonesboro Museum for any claims asserting unauthorized use of the photograph or text submitted by me. Furthermore, I understand that the completed quilt will be donated by the ASU-Jonesboro Staff Senate to the ASU-Jonesboro Museum, and I relinquish claim to ownership of the completed quilt and to all components therein.

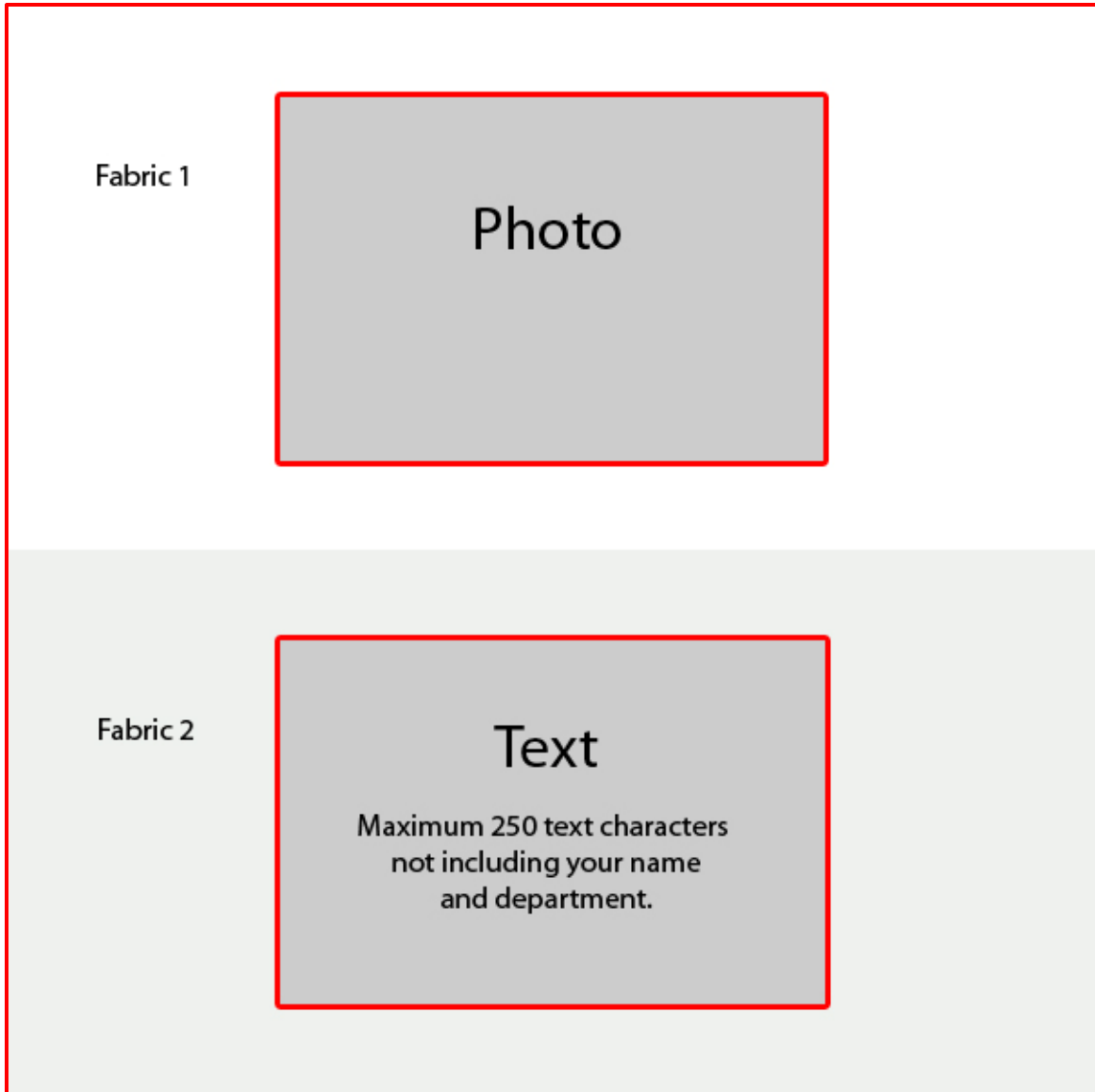
Name (print please)

Signature

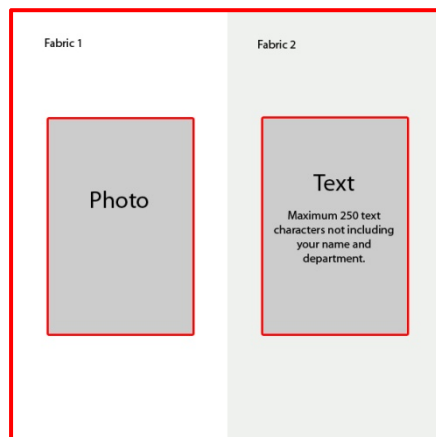
All proceeds go to the Staff Senate account with ASU Foundation. You will receive tax-deductible credit for purchase of a quilt block. If you and a friend (or multiple friends) share the cost, only one person will be recognized as the donor to receive the credit, and that person's name and department will be listed as contributor on the quilt block.

Staff Senate reserves the right to decline any purchase request.

Finished block size: 6" x 6" (actual size shown below)



If you use a vertical (portrait style) photo, your 6" x 6" block layout will look like this:



Photo, Text and Fabric Tips

- Photo must be at least 2" x 3" but not larger than 5" x 7". Preferred size is 4" x 6". If submitting a digital photo on disk, resolution must be 200 dpi or higher.
- All photos will be converted to grayscale so keep this in mind when making your selection. For example, a photo of a nice sunset probably will be less compelling in black and white. However, sometimes color photos can actually look better in black and white so don't rule out those with poor coloration.
- Photos containing lots of people or objects will not be very clear when reduced to a small size. Please consider this when choosing a photo. The finished size of the photos used in the quilt will be 3"W x 2"H (landscape orientation) or 2"W x 3"H (portrait orientation).
- If your photo is very old or valuable, or the only one of its kind, please provide a copy, not the original. We do not guarantee your photo will be returned to you in the same condition in which it was submitted (though we will do our best to take care of it).
- If you are providing your own fabric for the block, please note:
 - Fabric must be 100% cotton, unwashed, minimum 9" x 9". If you choose to provide larger pieces, leftover fabric may not be returned.
 - Three different fabrics are required – two for block interior and one for border around block. Prints are preferable to solids. Choose any colors you wish.
 - Please choose a border fabric that is significantly lighter OR darker than your other fabrics.