## **Instructions for Completing Your Inventory Form**

All items submitted to Texere 2025 must be listed on the Inventory Form.

Please complete the form as follows.

- Fill in your name.
- Artist's ID this is the id used to identify all your sale items and track your sales Each member will be assigned an id when you submit your work..

Fill in each row with one item to be entered in Texere 2025 as follows.

- Item No. The first item is designated item 1, the second is item 2, the third is item 3, etc. (The first three items listed will be hung in the show first.)
- Item Description This is a description of the item
  you are submitting. For example, a blanket, hand
  towel, or basket. If you have two similar items, please
  add a colour or pattern description. For example, red
  sweater.
- Price List the price you are charging for the item. (A 10% commission and the 2.5% Square fee will be deducted from this price.)

The box at the bottom will be completed when your work is submitted.

**Two copies** of the Inventory Form must accompany your work when it is submitted.

telere exploring fine fibre arts		Artist's Name  Artist's Identifier To be completed by the Texere Representative		
Item No.	Item Description			Price
Please make two copies of your Inventory Form to accompany your submission. You may also wish to keep a copy for your records.  Inventory checked by:  Texere Representative  Artist - Initials				itials