



# Trace Creek Quilting

## Longarm Quilting Services Prep Instructions



This first page is for informational purposes only and does not need to be included with your order form or quilt. The most current form, along with the most up to date pricing and services, can always be found on the Fabric Shop Partner's secret website. The following information/instructions creates the best situation and environment to ensure I can do the best possible job on your quilt in the timeliest manner.

### The Basics:

- Standing discount of 40% off current pricing on all longarm quilting for quilts that will be showcased in your shop's promotions. Minimum charge of \$50.
- 25% off any additional shop or personal longarming for you and your employees.
- Discounts apply to quilting services only. Return shipping, additional services, and goods are not included.
- Please allow for your quilt to be in our studio for 2 full weeks. 3 if you need binding services. I'm always happy to work on shorter notices when I can but be sure to check our availability first.
- December - January we are slammed and take a winter break. Check in if you need work during that time.

### Quilt Preparation:

- PRESS all your seams.
- TRIM dark threads that may show through adjacent lighter fabrics.
- PIECE and SQUARE your backing:
  - Backing should be NO LESS than 8 inches taller and wider than your quilt top. Ex: a 60" x 70" quilt top requires a backing 68" x 78". Larger is fine, we return overage, smaller is problematic.
- BATTING should also be 8 inches taller and wider than your quilt top.
  - We can provide 50/50 cotton/bamboo blend or 100% wool.
- If quilt backing or quilt top have a 'top' or 'bottom' orientation that is not obvious, please mark it.

### Additional Services Available:

- Machine binding services: \$1.25 - 2.50/foot
- Piece Backings: \$15+.
- Photography Packages: Additional form required, see website for details.

### Getting Your Quilt Top To Us:

1. Complete the order form. Make note of any questions you need us to address on the form.
2. In watertight packaging, pack your top, backing, COMPLETED ORDER FORM, as well as batting and binding (if applicable). I cannot start prep work/add quilt to the queue if the order form is not included.
3. Mail or drop off your quilt to the address below. A weatherproof drop box is on our porch 24/7 to receive all deliveries.



Trace Creek Quilting  
5802 Five Oaks Pkwy, St. Louis, MO 63128



[tracecreekquilting.com](http://tracecreekquilting.com)



(314) 374-5318



[tracecreekquilting@gmail.com](mailto:tracecreekquilting@gmail.com)



# Trace Creek Quilting

## Fabric Shop Order Form

One order form per quilt is required unless ALL the selections are identical. Prep work cannot begin without a completed form.

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Instagram: \_\_\_\_\_

Return Mailing Address: \_\_\_\_\_

**Pantograph:** (\$.0275/sq in before applicable discounts, \$50 min.)

---

**Machine Binding Services:**

- Bind this quilt completely. (\$2.50/ft)
- Attach to front only. (\$1.25/ft)
- No binding services needed.

**Thread Color:** (Top and back thread color will be the same. You can give directions such as 'match my background' or 'off-white'.)

---

**Trimming:** (we trim the extra batting and backing away from the top after quilting)

- Return significant scraps.
- Recycle/Donate scraps.
- Do not trim my quilt.

**Batting:**

- I've included my own batting.
- TCQ's 50/50 Cotton/Bamboo. (\$3 ln ft, \$40 for king)
- TCQ's 100% Wool. (\$4.50/ln ft, \$55 for king)
- This quilt does not need batting.

**Completion:**

- With the usual 2 weeks is fine.
- If possible, I need this quilt by:

---

**Returning the quilt:**

- Please mail back to me. (\$15 for first quilt, \$5 for any additional quilt in same return shipment.)
- I will pick up from TCQ drop box.

**Appropriate Discount:**

- 40% for Shop Promotions
- 25% for everything else.

**Brief Description of Quilt for Identification:**  
(pattern, kit, fabrics, etc ...)

I am familiar with how TCQ would like to be credited for services provide and promise to do my best to do so! Sign Here: \_\_\_\_\_



Mail In or Drop Off your project to:  
Trace Creek Quilting  
5802 Five Oaks Pkwy, St. Louis, MO 63128



tracecreekquilting.com



(314) 374-5318



tracecreekquilting@gmail.com