

PEEBLECREEK QUILTERS LONGARM POLICIES

POLICY 5.1 PANTOGRAPHS

The Club will no longer purchase new pantographs.

Comment: Longarm Users can use the PCQ's inventory of pantographs, purchase their own from outside vendors, create their own pantograph, or borrow ones from other Club members.

POLICY 5.2 - FEES

1. Hourly fees for using the Longarm to quilt personal items is \$4.00 per hour based on registered hours. (Minimum of \$16.00)
2. There are no fees for using the Longarm to quilt PCQ Charity items, PCQ Gallery Sales items, and/or other PCQ items for fundraising events.

POLICY 5.3 USER DEFINITIONS

1. Certified PCQ Longarm User

Is a PCQ Club Member in good standing and has met the PCQ Certification or Recertification Requirements.

2. Non-Certified Longarm User

Has let PCQ Certification Requirements lapse or has not been certified on the Longarm.

3. Only PCQ Certified Longarm Users can use the Longarm, give advice, assist other PCQ Longarm Users, or "buddy-up" with other Certified Longarm Users.
4. Guests are not allowed to use the Longarm or provide assistance.

POLICY 5.4

CERTIFICATION, RECERTIFICATION, RESERVATION FREQUENCY, CANCELLATION POLICY

1. New Longarm Users Certification
 - a. The Longarm Committee will provide a PCQ Longarm Certification Procedure to certify New Longarm Users.
 - b. New Longarm Users must quilt a PCQ Charity Quilt for PCQ Long Arm Certification.
 - c. To continue to be PCQ Longarm Certified, a Certified Longarm User must use the longarm within four (4) months.

2. Reservation Frequency

- a. Certified Longarm Users can only reserve the Longarm once every three weeks.
- b. Exception - Any Certified Longarm User can register to use the long arm for one of the open days through the week and it will not count as part of the 3-week registration policy.

3. Reservations/Cancellations

Longarm Users are required to submit online reservation cancellation if they are unable to use the Longarm. Reservations/Cancellations for the longarm use must be done online through the link on the PCQ Website.

POLICY 5.5 BOBBINS

1. PCQ will not purchase Longarm bobbins for shared use.
2. Longarm Users must purchase bobbins from the PCQ Longarm Committee at current market pricing.
3. Longarm Users cannot use bobbins purchased from other sources.
4. Bobbins owned by the club in the room, can be used but must remain in the room.

POLICY 5.7 - PROHIBITED PRODUCTS FOR THE LONGARM

1. Bonding Products - including fabric and thread fusibles, glues, adhesives, spray baste, iron on bonding products, and similar products.
2. Rulers - Quilting rulers, templates, and similar products.
3. Thread - PCQ provides thread for quilting. Longarm Users are not allowed to use their own thread or remove thread from the room.

PEBBLE CREEK QUILTERS ORGANIZATION (PCQ)

Date Board Approved: August 5, 2024