



PREREGISTRATION FORM

July 12-14, 2018

Minnesota State College Southeast
Red Wing, MN

DEADLINES:

EARLY BIRD: APRIL 15

MAILED: JUNE 1

ONLINE: JUNE 8

REGISTRATION GUIDELINES—KEEP THIS FOR YOUR REFERENCE

Helpful hints for filling out the attached form:

- We need the full 8 1/2 x 11 registration form; so, **please do not cut up the form into slips.**
- Please *do not tape the envelope shut.* We can't get them open!
- Please *print clearly* and list your *member number* if you have it. It saves lots of time.
- *Add up your form twice.* Do your math, then add it again. It will save a phone call from the office later.
- Call us with any questions! We are happy to help you at **651-388-4004.**

PERSON SUBMITTING FORM: One member is designated as contact person for all orders. The form is filed under the contact person's name. Please provide your email address on the form to receive your receipt. This is the primary way you will receive your registration and commemorative order confirmation.

SELLERS TABLES/BOOTHES: Members may pay for a sellers or education table using this form. You still need to fill out and return the Sellers Contract and MN State ST-19 form to the RWCS business office.

DEADLINES: Prepaid orders must be postmarked on or before June 1st. Online ordering deadline is June 8th.

LATE REGISTRATION: Members who register after June 8th must pay the \$35 onsite registration price.

Commemorative Only Orders (mailed or other pick ups) received after the June 8th deadline will cost an additional \$5 Late Fee per commemorative.

INCOMPLETE FORM: Should we receive an incomplete form, we will make every attempt to contact you to resolve the discrepancy. If we are not able to reach you, your form and payment will be returned to you by mail.

COMBINED PAYMENT: Combine payment in a *single* Check/ Money Order or Credit Card authorization for membership dues, events, and commemorative. Please include any payments for a sellers table with your order form.

ORDER BEFORE APRIL 15 TO BE INCLUDED IN THE EARLY BIRD SPECIAL COMMEMORATIVE DRAWING!

NO CREDIT CARD USAGE FEES!

2018 CONVENTION COMMEMORATIVE

RULES AND ORDERING INFORMATION

*Each year RWCS offers a Convention commemorative to current members. It is a miniature reproduction of a vintage Red Wing stoneware, dinnerware, or art pottery item. The identity of this year's commemorative will not be revealed until the July 2018 convention. **Commemoratives and accessory pieces are not sold after Convention.***

ELIGIBILITY

- Primary and Associate members may each purchase one commemorative (**one commemorative per membership**).
- Membership must be current through **7/31/18.**

NOTE: Commemoratives ordered by members with lapsed memberships will be contacted by the RWCS Business Office by email and mail. Members have until October 1 to renew their membership or the commemorative and money are **forfeited.**

Your **Membership expiration** date appears on your **newsletter envelope** or log onto: **www.ERWCS.org.**

PREPAID ORDERS AND DISTRIBUTION

- This is your only way to reserve a commemorative before Convention.
- Registration forms can be submitted online, mail, or phone to the RWCS Office.
- At Convention, go to the Registration area **first** to pick up your badge and commemorative voucher. Voucher will list member's name/number and identity of person authorized to pick up commemorative.
- Registration desk closes on **Saturday at 10:00 a.m.** This is also the "last call" for badge or voucher pickup.

COMMEMORATIVE SALES AT CONVENTION

- This is on a first-come, first-served basis while supply lasts. Price is \$50.00 each.

NOTE: If you did not prepay, you **must** register and attend the Convention **in person** to purchase (no other member can purchase for you).

ON- LINE ORDER PLACEMENT— NO HANDLING FEE

- Renewal, Registration, Commemorative/Accessory ordering, and Sellers Tables are available online **www.ERWCS.org.**
- All you need is your member number and password. Call the Business Office if you forgot your password.
- If unsure of your Convention plans, consider "Pick up by another member" option.

If you choose to pick up your Commemorative and then are unable to attend, notify the RWCS Business Office at **651-388-4004** or email us at **director@redwingcollectors.org** to make arrangement for your piece to be mailed.

MEMBERS PICKING UP COMMEMORATIVES MUST BE REGISTERED!

**ORDER BEFORE APRIL 15 TO BE INCLUDED IN THE EARLY BIRD SPECIAL COMMEMORATIVE DRAWING!
NO CREDIT CARD USAGE FEES.**

MEMBERS PICKING UP COMMEMORATIVES MUST BE REGISTERED!

METHODS OF COMMEMORATIVE DISTRIBUTION

1) Pick up at Convention yourself:

- **Member must be registered to pick up the commemorative and accessory.**
- Circle the "Pick up: \$50" option.
- Voucher will be held at Convention Pre-registration table.

2) Pick up at Convention by another member:

- **THE MEMBER PICKING UP MUST BE REGISTERED FOR CONVENTION TO PICK UP YOUR COMMEMORATIVE/ ACCESSORY.**
- Circle the "Pick up: \$50" option.
- Write name and membership number of the member who will pick up commemorative.
- Voucher will be held at Convention Pre-registration table and filed under the ***other member's name***.
- Only **ONE** person may be named to pick up commemorative.

3) Mailed Commemorative and/or Accessory:

- Circle the "Mailed: \$62" option. (\$12 mail fee included) commemorative only, additional \$15 for mailed accessory
- Include a mailing address **IF DIFFERENT** than newsletter mailing label address.
- Contact RWCS Business Office at 651-388-4004 if address has changed after submission of form.
- Orders are sent via Priority Mail
- Mailed commemoratives should MAIL by the middle of August. All should arrive by end of August 2018.

Please do not contact the RWCS Business Office until September 1st regarding shipping concerns.

BROKEN COMMEMORATIVE: Should your mailed commemorative arrive broken, please contact the RWCS Office for replacement instructions.

COMMEMORATIVE ACCESSORY PIECE

This premium piece **can be purchased with ALL commemorative orders including MAIL.** An accessory piece can be purchased for Lottery pieces. Pre-registered members can be **pick up (self or other) for \$12, Mailed or late registrations Accessory \$15. A limited quantity will be available to purchase onsite also for \$15.**

COMMEMORATIVE CONFIRMATION

IMPORTANT: Order confirmation will be sent to members **via EMAIL** if the RWCS Business Office has a current email address on file for you. No confirmation will be mailed.

EARLY-BIRD INCENTIVE

A **Limited-Edition Special Commemorative** is given to a random drawing winner from all commemorative **orders received by April 15, 2018.** The drawing will take place on April 15, 2018, and winner promptly notified.

LOTTERY

- **Price = \$55.00 per piece.**
- Lottery System is a fair way to sell surplus commemoratives and reward members who **PRE-REGISTER & ATTEND** Convention.
- Lottery numbers are assigned to all PRE-REGISTERED members, with prepaid orders including mailed orders, who are attending Convention.
- Only those **pre-registered** for Convention are eligible to purchase a lottery commemorative.
- Lottery numbers will be printed on all pre-registered members badges.
- Lottery sales on Thursday and Friday are for those with Lottery numbers below 400. On Saturday the lottery will start.
- Convention badge of person on the lottery list **MUST** be shown when purchasing a lottery piece. Family or friend may purchase a piece for a member on the lottery list who registered for Convention, but is unable to be present for the lottery.
- After the final available piece has been sold, commemoratives are no longer available.

COMMEMORATIVE SILENT AUCTIONS

The Commemorative Manager will sponsor silent auctions in the Commemorative Distribution room during open hours during Convention, Convention Friday Night Social, and Saturday Banquet. All registered attendees may participate in the silent auctions. Silent auctions include:

- (1) set of 3 versions (A, B, C) of the 2018 Commemoratives
- (2) 2018 Specials, one of each version.
- Other fundraising items at the discretion of the Commemorative Manager.

SPECIAL COMMEMORATIVES

The RWCS produces 18 special commemoratives. They are used for winners of Display competition, drawing at Annual Business Meeting, door prizes, volunteer drawings, "Early Bird" orders winner, newsletter submission drawing, and one to the highest silent auction bidder beginning Thursday and ending on Saturday during distribution hours.

QUESTIONS? Contact the RWCS Business Office:

E-mail: director@redwingcollectors.org Phone: 651-388-4004



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Minnesota State College Southeast, Red Wing, MN

DEADLINES:
EARLY BIRD: APRIL 15
MAILED: JUNE 1
ONLINE: JUNE 8

ORDER BEFORE APRIL 15 TO BE IN THE SPECIAL COMMEMORATIVE DRAWING

LATE FEE: Pre-registration deadlines are June 1 (mail) June 8 (online or by phone). Registration fee after June 8 is \$35. Mailed Commemoratives ordered after the deadline will cost an additional \$5 per piece.

Member #1: _____ **Member #** _____

Address: _____

Check here if your contact info has changed. **Phone #:** _____

Email Address: _____

Convention Registration (Member #1): **Adult = \$30 Onsite = \$35** (After June 8) _____

Child Registration: **KidsView** (3-12) **Young Collectors** (13-20) _____

Age 16 Free Date of Birth (Month/Year) _____

Saturday Banquet (Mount Frontenac Golf Course): **Ticket \$28** adult **\$10** child _____

Renewing your membership? Please note memberships must be current through **7/31/18** to attend Convention and/or order a Commemorative.

Membership: Primary = **\$35** for 1 yr or **\$70** for 2 yrs _____

Associate = **\$15** for 1 yr or **\$30** for 2 yrs _____

MEMBERS PICKING UP COMMEMORATIVES MUST BE REGISTERED!

Commemorative: Picked up at Convention = **\$50** Mailed = **\$62** _____

LATE ORDER FEE: \$5 PER COMMEMORATIVE

ACCESSORY PIECE: Picked up at Convention **\$12** MAILED OR ONSITE **\$15** _____

Who is picking up your commemorative &/OR ACCESSORY? (circle one) SELF Other Member _____

If **Other Member**, Their Name: _____ **Member #** _____ **TOTAL #1** _____

MEMBERS..... PLEASE DO NOT CUT THIS FORM.

Member #2: _____ **Member #** _____

Address: _____

Check here if your contact info has changed. **Phone #:** _____

Email Address: _____

Convention Registration (Member #2): **Adult = \$30 Onsite = \$35** (After June 8) _____

Child Registration: **KidsView** (3-12) **Young Collectors** (13-20) _____

Age 16 Free Date of Birth (Month/Year) _____

Saturday Banquet (Mount Frontenac Golf Course): **Ticket \$28** adult **\$10** child _____

Renewing your membership? Please note memberships must be current through **7/31/18** to attend Convention and/or order a Commemorative.

Membership: Primary = **\$35** for 1 yr or **\$70** for 2 yrs _____

Associate = **\$15** for 1 yr or **\$30** for 2 yrs _____

MEMBERS PICKING UP COMMEMORATIVES MUST BE REGISTERED!

Commemorative: Picked up at Convention = **\$50** Mailed = **\$62** _____

LATE ORDER FEE: \$5 PER COMMEMORATIVE

ACCESSORY PIECE: Picked up at Convention **\$12** MAILED OR ONSITE **\$15** _____

Who is picking up your commemorative &/OR ACCESSORY? (circle one) SELF Other Member _____

If **Other Member**, Their Name: _____ **Member #** _____ **TOTAL #2** _____

RED WING COLLECTORS SOCIETY DONATION (NON TAX DEDUCTIBLE) \$

SEE REVERSE SIDE FOR: PAYMENT INFO,
ADDITIONAL REGISTRATIONS, AND SELLERS CONTRACTS!

Total Page 1 = \$

LATE FEE: Pre-registration deadlines are June 1 (mail) June 8 (online or by phone). Registration fee after June 8 is \$35. Mailed Commemoratives ordered after the deadline will cost an additional \$5 per piece.

MEMBERS PICKING UP COMMEMORATIVES MUST BE REGISTERED!

MEMBER #3: _____ **MEMBER #** _____

CONVENTION REGISTRATION: **ADULT = \$30** **ONSITE = \$35** (After June 8) _____

CHILD REGISTRATION: **KIDSVIEW** (3-12) **YOUNG COLLECTORS** (13-20) _____

AGE 16 FREE DATE OF BIRTH (MONTH/YEAR) _____

SATURDAY BANQUET (Mount Frontenac Golf Course): **TICKET \$28** ADULT **\$10** CHILD _____

MEMBERSHIP: PRIMARY = **\$35** FOR 1 YR OR **\$70** FOR 2 YRS _____

ASSOCIATE = **\$15** FOR 1 YR OR **\$30** FOR 2 YRS _____

Commemorative: Picked up at Convention = **\$50** Mailed = **\$62** _____

LATE ORDER FEE: \$5 PER COMMEMORATIVE

ACCESSORY PIECE: Picked up at Convention **\$12** MAILED OR ONSITE **\$15** _____

WHO IS PICKING UP YOUR COMMEMORATIVE &/OR ACCESSORY? SELF OTHER MEMBER _____

IF **OTHER MEMBER**, THEIR NAME: _____ MEMBER # _____ **TOTAL #3** _____

MEMBERS..... PLEASE DO NOT CUT THIS FORM.

MEMBER #4: _____ **MEMBER #** _____

CONVENTION REGISTRATION: **ADULT = \$30** **ONSITE = \$35** (After June 8) _____

CHILD REGISTRATION: **KIDSVIEW** (3-12) **YOUNG COLLECTORS** (13-20) _____

UNDER 16 FREE DATE OF BIRTH (MONTH/YEAR) _____

SATURDAY BANQUET (Mount Frontenac Golf Course): **TICKET \$28** ADULT **\$10** CHILD _____

MEMBERSHIP: PRIMARY = **\$35** FOR 1 YR OR **\$70** FOR 2 YRS _____

ASSOCIATE = **\$15** FOR 1 YR OR **\$30** FOR 2 YRS _____

Commemorative: Picked up at Convention = **\$50** Mailed = **\$62** _____

LATE ORDER FEE: \$5 PER COMMEMORATIVE

ACCESSORY PIECE: Picked up at Convention **\$12** MAILED OR ONSITE **\$15** _____

WHO IS PICKING UP YOUR COMMEMORATIVE &/OR ACCESSORY? SELF OTHER MEMBER _____

IF **OTHER MEMBER**, THEIR NAME: _____ MEMBER # _____ **TOTAL #4** _____

SELLER'S TABLES (CHECK TYPE AND SIZE BELOW)

****Limited tables available! They will be sold first come first serve basis.**

TYPE

ANTIQUES SATURDAY SHOW & SALE AT ARMORY—60% ANTIQUES

SOUVENIRS SATURDAY SHOW & SALE AT ARMORY—75% SOUVENIRS

EDUCATIONAL THURSDAY & FRIDAY AT COLLEGE

****OUTDOOR SPACE****
There may be outdoor space available for Show & Sale closer to event. Please contact the office if you are interested.

8 FOOT TABLE (\$45 EACH) \$ _____

6 FOOT TABLE (\$35 EACH) \$ _____

SINGLE BOOTH (\$75) \$ _____

SELLER TOTAL \$ _____

SIZE/TYPE

8 -FOOT TABLE SPACE 6-FOOT TABLE SPACE BOOTH SPACE

ONE TABLE (\$45.00) ONE TABLE (\$35.00) SINGLE BOOTH - 10ft W x 8ft D (\$75.00)

TWO TABLES (\$90.00) TWO TABLES (\$70.00) Each Booth Space includes one chair. Tables are available upon request

INCLUDE PAYMENT WITH REGISTRATION. CONTRACT & MN ST-19 FORM SENT VIA EMAIL. NEED A MAILED? CONTRACT INCLUDE YOUR SELF-ADDRESSED STAMPED ENVELOPE WITH THIS FORM. SIGNED SELLER'S CONTRACT & ST-19 FORM DEADLINE MAY 15, 2018.

POTTERY MUSEUM OF RED WING DONATION (TAX DEDUCTIBLE)	\$ _____
TOTAL PAGES 1 & 2	\$ _____
GRAND TOTAL	\$ _____

<p>WAYS TO REGISTER</p> <p>1. ONLINE: www.ERWCS.org</p> <p>2. PHONE: 651-388-4004 (text photo)</p> <p>3. MAIL: PO Box 50, Red Wing, MN 55066</p>	<p>PAYMENT TYPE: <input type="checkbox"/> CREDIT CARD <input type="checkbox"/> CHECK/CASH</p> <p>NAME: _____</p> <p>CARD NUMBER: _____</p> <p>CVV# (3 DIGITS ON BACK): _____ EXPIRATION DATE: _____</p> <p>SIGNATURE: _____</p>
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