

2017 GUIDELINES for NAME DAY CUTTERS/VENDORS

1. Potential kit cutters/vendors, who want to be listed as a contact for NAME Day Kits, should contact the Cutter Liaison, Barbara Thornton-Hill, who will provide the plans for the Armoire in three scales; 1", ½" and ¼" as soon as they are available. Cutters/vendors who wish to be added to a list of those willing to cut bed kits should contact Barbara to provide her with their prices and contact information. This information will be listed on the NAME website and in other NAME Day information that goes out to sponsoring groups, NAME clubs, and individuals. NAME is providing this list as a service to its members.

NAME does not endorse any one cutter or business and any profits from the sale of kits by a cutter is income for that cutter. NAME does not receive any of the proceeds from the Kit cutters.

Sponsoring groups are welcome to cut their own kits and should contact Barbara for the plans.

2. Event planners may purchase enough kits for their committee members in advance through their selected kit cutter. This will enable planners to have completed kits to advertise and use for display.
3. Orders for kits from event sponsors, Regional Teams, NAME Clubs, and individual NAME Members may be taken by NAME listed cutters/vendors who are also Sales Room Dealers at the NAME National Convention in Alexandria, VA and at other NAME sponsored events and shows. **Other delivery, distribution or shipping of the kits (outside of #2) may not occur until on or after August 31, 2017 for the continental United States. Orders to AK, HI and international destinations may be shipped earlier to ensure delivery in time for the event.**
4. Cutters are asked to confirm NAME membership of the person ordering kits with [Barbara Thornton-Hill, bathca@gmail.com](mailto:Barbara.Thornton-Hill@bathca.com), if there is any question of that person being a NAME member.
5. **August 15, 2017** is the official cut-off date for orders to ensure delivery in sufficient time for the event; **however**, individual cutters may use their discretion in determining whether to accept orders after that date. Cutters may also establish an earlier cut-off date.
6. Kit cutters may not sell the NAME Day kits as fundraisers after the event. The Bunk Beds and the Armoire kits may be sold this year and next as they are part of a three part series. After 2018, they may not be sold again as they are a special project for the 2016 – 2018 NAME Days, and are much like a souvenir at a Houseparty or Convention. [Since this is Part II of a 3 year series to make up a bedroom, we will allow orders for all 3 years for 3 years after October 12, 2018, we would appreciate it if cutters would not manufacture these kits \(unless previously arranged by a member\)](#)
7. Kits that are left over may be sold to NAME members until they are gone.