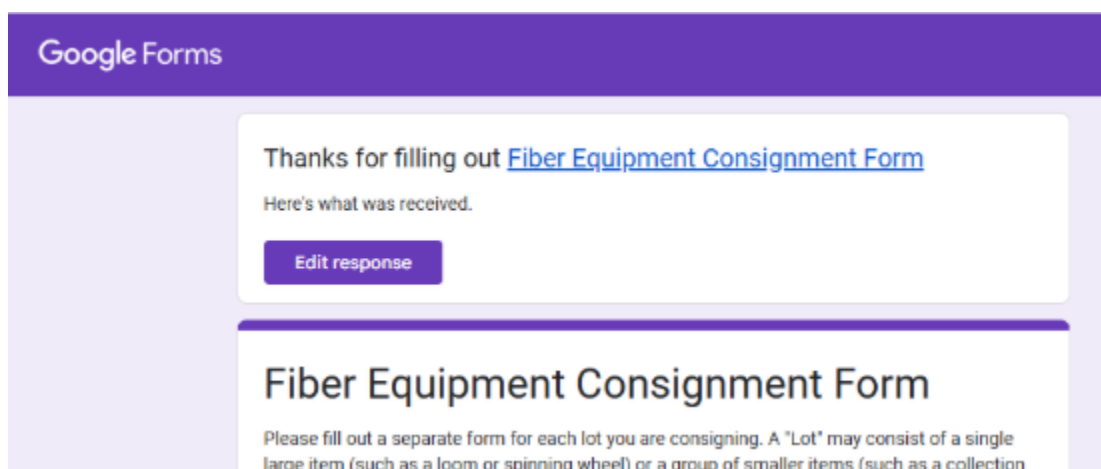


# How to Edit Your MSWF Consignment Form

*Oops!* It happens to all of us. You find more accessories that belong to the spinning wheel you're culling from your herd; you look at the auction catalog to view your lot and see a glaring typo; you have second thoughts about your reserve price, etc.

Here are instructions on how to fix mistakes in your auction-consignment form. You can make changes until 5pm on Friday, May 1, 2026.

After you submit a consignment form, you should receive a confirmation email from Google Forms that looks like this:



Click the purple "Edit response" button to access your completed form. Use the Back and Next buttons at the bottom of the pages to navigate.



Click the text you want to change. In this case, I changed the wording from "the better for intimidating your wheels" to "the better to scare your wheels".

**Lot Title \***

*Provide a helpful, **unique** 5- to 15-word description. (In other words, something like "3 stick shuttles (6", 10", 14") and a Schacht boat shuttle" or "Ashford Traditional, 2 speeds, plus extras" rather than "weaving stuff" or "Wheel"*

Antique spinning wheel parts: mother-of-all, m



**Lot Description**

*Optional, but recommended. Briefly include important information about your lot. List what's in the box of stuff (it might not be visible during the auction); describe any "extras" (for example: "Extras include 4 bobbins, home-made lazy kate, niddy-noddy, a book on beginning spinning, and 2 ounces of roving to get you started"); mention if the sale is meant to benefit a fiber-arts guild or other worthy cause.) Remember that to communicate with potential buyers you can always print out additional detailed information, such as the provenance of an antique, instructions for use, or selling points, and attach these to the item itself.*

These parts for a flyer wheel were mysteriously packaged with a Miner's head that a friend bought at an auction many years ago. The tensioning screw fits the block on the MOA that lacks maidens. Perhaps these parts could be used for restoring a wheel, teaching about spinning wheel construction and mechanics, or creating one of those curious chairs assembled of spinning-wheel parts (the better to scare your wheels into behaving. :-). All proceeds to go to MSWF!

**IMPORTANT:** After you've made your changes, click the Next button to get to the last page and click the purple Submit button. Otherwise your changes won't "take."

## Fiber Equipment Consignment Form

 [Switch account](#)  Resubmit to save

The name, email, and photo associated with your Google account will be recorded when you upload files and submit this form

Click submit to finish

A copy of your responses will be emailed to the address you provided.

[Back](#) [Submit](#) Page 7 of 7

## FAQ

**How do I change the photo?** You can't. But we can. Email the new photo to us ([auction.mswf@gmail.com](mailto:auction.mswf@gmail.com)) with a descriptive subject line like "please replace photo". If you have more than one of a something (e.g., spinning wheels), please give us the title or describe it so we know which one. Giving us the unique ID number (UID) is very helpful.

**Um... actually, I just sold my item. Sorry! How do I delete my consignment?** Again, you can't, but we can. Please email us to let us know to delete your listing.

**I'm selling for an elderly relative/ an estate and I have no idea what this is! Can you help?** Yes. Send photos in an email and we'll do our best. *Note:* We are not able to appraise items or estimate what price they will bring at auction.

**Help! I'm clicking the Submit button and nothing's happening!** Don't close the window. We think that some browsers, such as Firefox, don't allow the Google Form to exchange information with your computer the way it needs to. What another seller this year said worked for her was to copy the URL, open a new window and a different browser, namely Chrome, and proceed from there. If that fails, email us and we'll try to help you troubleshoot.

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Following is a link to the working draft of this document online, which *may* include updated information:

[https://docs.google.com/document/d/1NxCsE3BO2goVvgwh71t1YTvg09\\_JJK0SqGZNJmk7GPA/edit?tab=t.0](https://docs.google.com/document/d/1NxCsE3BO2goVvgwh71t1YTvg09_JJK0SqGZNJmk7GPA/edit?tab=t.0)