

COMPLETE GUIDE to preparing your work for exhibition

MAKING YOUR WORK "READY TO HANG"

This guide is a modification of KU Libraries Complete Guide to Preparing your Work for Exhibition and is modified and used with permission.

IDENTIFY YOUR WORK



LIGHTER / SMALLER
Art that is **not framed** (maybe matted or mounted), relatively **small**, fairly **thin** and **lightweight**

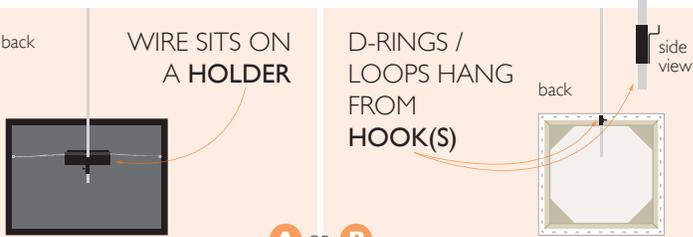


LARGER / HEAVIER / FRAMED
Art that is **framed** (any size), a **textile**, fairly **thick** (like a stretched canvas), relatively **large**, and/or **heavier** in weight

HOW WE'LL HANG IT



HOLDER BELOW THE WORK
Your art will sit on a **holder** - a narrow ledge with a lip - which is attached to a suspended rod.
We also generally apply a small strip of removable, acid-free tape to stick the upper back of the work to the suspended rod to prevent tipping forward.



WIRE SITS ON A HOLDER OR **D-RINGS / LOOPS HANG FROM HOOK(S)**

HOW TO PREPARE YOUR WORK

*** MAKE YOUR WORK RIGID**
Please **mount and/or mat your work** so that it will retain a **flat, rigid shape** over months of vertical display.

MAT
Cut a cover mat to "frame" your work.

MOUNT
We also recommend mounting the matted art onto 1/4" foam core (or at least another piece of mat board).



NO NEED TO WORRY ABOUT:

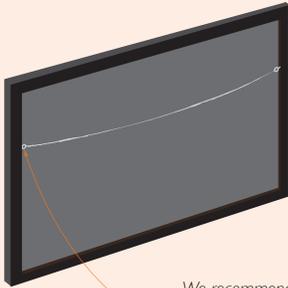
- wires
- brackets
- hooks
- etc.

RIGIDITY WILL HELP PREVENT:



bowing / falling warping

*** ADD WIRE TO THE BACK**
Please install **mounting wire** across the back of your frame or canvas.



We recommend installing "screw eyes" to either side, then securely twisting the ends of your mounting wire to each eye.

*** ATTACH 1-2 D-RINGS OR LOOPS TO THE BACK**
Please mount one (centered) or two (side edges) **D-rings** to the back of your canvas or frame.

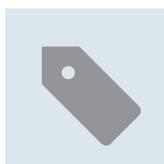


Alternatively for textiles, create **fabric loops** or stitch 1/2" **plastic rings** to the upper back corners.

GENERAL REMINDERS



Please **spray-fix** any art with exposed charcoal or pastel.



Please **label** the back of each work with:

- your name
- e-mail or phone #
- title of work (if applicable)