

PACK YOUR PASTEL PAINTING FOR TRANSPORT

Your pastel painting is valuable and the PPAL Exhibition Committee wants to make sure your paintings arrive safely to our member show “Pure Brilliance” at Summit Gallery, Weirton, WV. The following are suggestions for safely and securely packing your paintings. As you read this, please keep in mind:

*Your paintings will first be unwrapped then rewrapped by **you** at Gilberti Fine Art for screening. Then they will be safely transported to Summit Gallery where PPAL members will unwrap your paintings, hang them and securely store all of your packing materials there, at Summit Gallery. At the end of the show, PPAL members will take down your paintings, rewrap and repack them and transport them back to Gilberti Fine Art for you to pick up. When being transported, paintings will be either upright or lying flat and all need to be facing frontwards in their packing materials to minimize dislodging pastel dust. *Not really complicated, but you can see why we are trying to help the process run smoothly.**

FIRST, please read through all of this and then decide how you want to pack/wrap your paintings.

- Print and fill out all your identifying labels provided in the show Prospectus. If you'd like to download and use a fill-in-the-blank Microsoft Word document (click “Enable Editing”), visit https://www.ppal-artists.com/resources/Documents/Exhibits/2021%20Weirton/PPAL_2021_Weirton_Labels_Fill-in.docx
- BASIC WRAPPING OF YOUR PAINTING
 - Make sure any required Prospectus labels are attached correctly
 - Securely wrap your painting in heavy paper, cloth or towel, or bubble wrap, making sure frame corners are protected.
 - ****If using bubble wrap:** We heard that bubble wrap can mar glass, so please protect the glass with a layer of glassine or other paper.**
 - **Please, do not use multiple pieces of bubble wrap taped together to make one wrapping!**
 - Use blue painter’s tape or green “frog” tape. *Easiest to remove and retape!*
 - Consider making reusable bubble wrap “sleeves” for your paintings. Bubble wrap is inexpensive and easy to obtain from an office supply store or Amazon. Just cut a section a little over the width and twice the length of your piece, allowing for a flap to fold over. Fold in half, lengthwise, leaving the extra flap longer. Secure the sides with permanent sticky packing tape, insert your painting, fold over the flap and secure that with easy-to-remove artist’s, masking, or “frog” tape and Voila! your painting is protected.
 - You can also purchase premade “gallery pouches” at <https://www.framedestination.com/> with an optional Velcro closure.
 - **Protect your corners!**
 - **Are your Prospectus labels attached securely?**
- ADDITIONALLY, YOUR WRAPPED PAINTING CAN BE PUT INTO ONE OF THE FOLLOWING:
 - (If you have it.) A fine art portfolio or carrying case with a handle are the best protection.
 - Have all paintings faced in one direction, facing front, in case the portfolio is laid on its back
 - Label the portfolio or case with required Prospectus label
 - Hint: If it is black, use a silver Sharpie to *also* put your name right on the case.
 - If you do not have a fine art portfolio or carrying case with handles, or enough of them, the following will work:
 - A cardboard box, with paintings sitting upright and facing front, with required Prospectus label in place
 - A cardboard moving box for pictures - U-Haul for example or this Amazon link: <https://www.amazon.com/moving-boxespaintings/s?k=moving+boxes+paintings> with paintings sitting upright and all facing front with required Prospectus label in place
 - A cardboard box with a lid, with paintings lying flat on their backs, facing up, with required Prospectus label in place
 - For any of the above, fill in any space with rolled up paper to stop the painting moving around