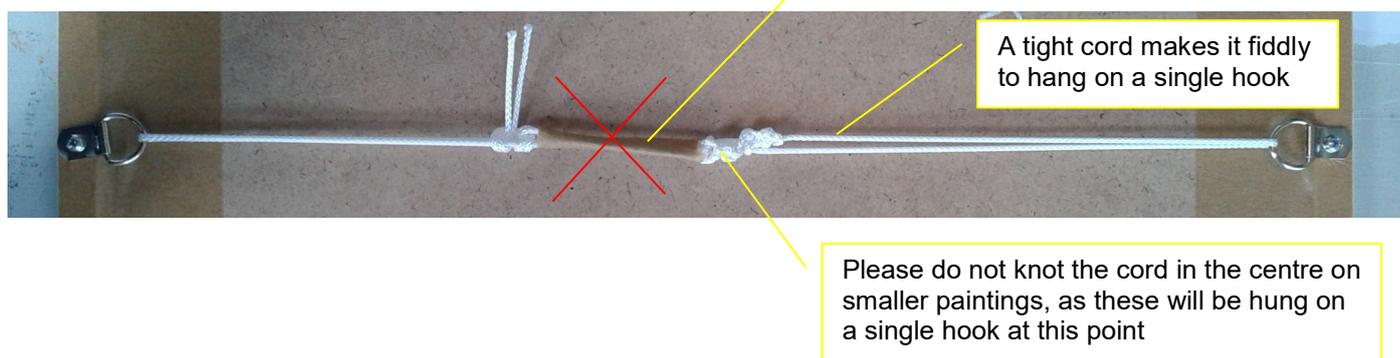
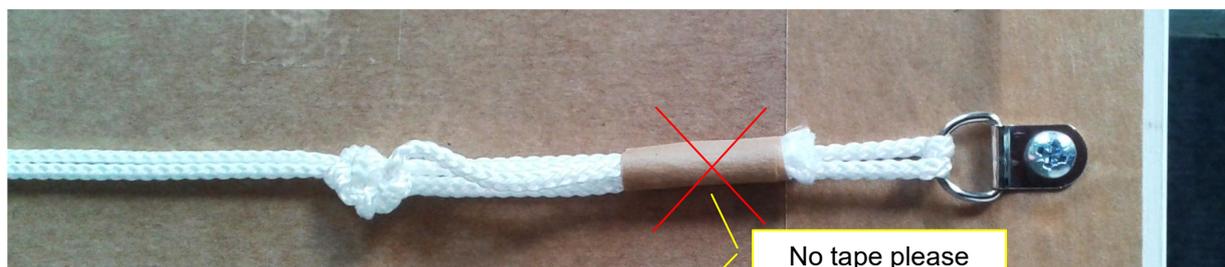


Checklist for framed work at the Annual Exhibition

To avoid any of your work being rejected at handing in, please read this document carefully.

- ✓ No fingerprints or specks on inside of glass (if fitted)
- ✓ Front of glass is clean (if fitted)
- ✓ No mirror plates are fitted
- ✓ Ensure that there is a label on the back of your picture, and that the information matches your submission
- ✓ Backing tape is fitted around inside the back of the frame - its purpose is to keep insects out
- ✓ D-rings are fitted approximately one third down from the top of the painting
- ✓ D-rings are fitted the same distance from the top of the painting
- ✓ Apart from D-rings, nothing protrudes above the level of the back of the frame
- ✓ The cord is not tied tight between the D-rings
- ✓ Please do not knot the cord in the centre on smaller paintings
- ✓ The ends of the cord are not taped to the cord, but cut fairly short so they do not protrude at the side of the frame

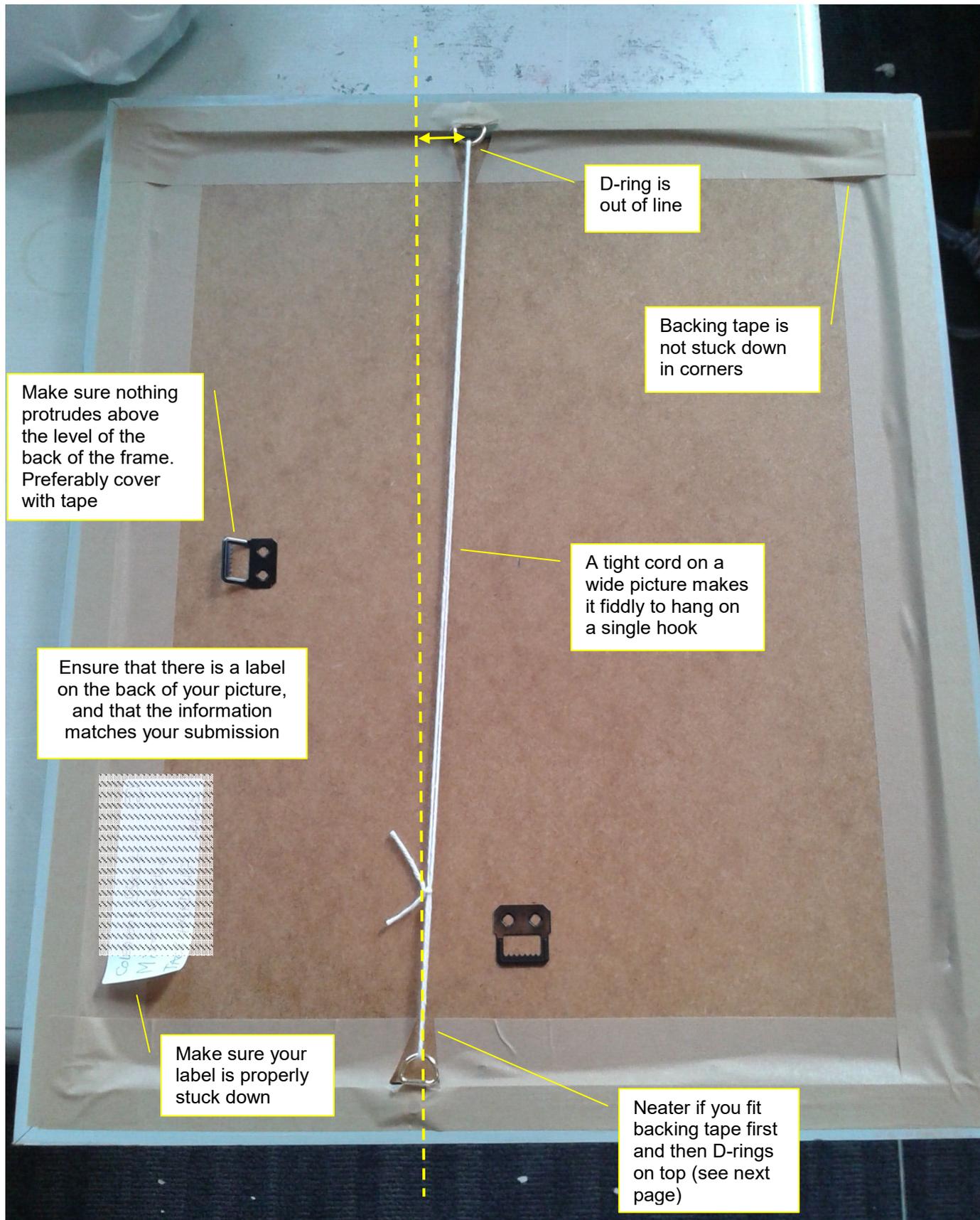


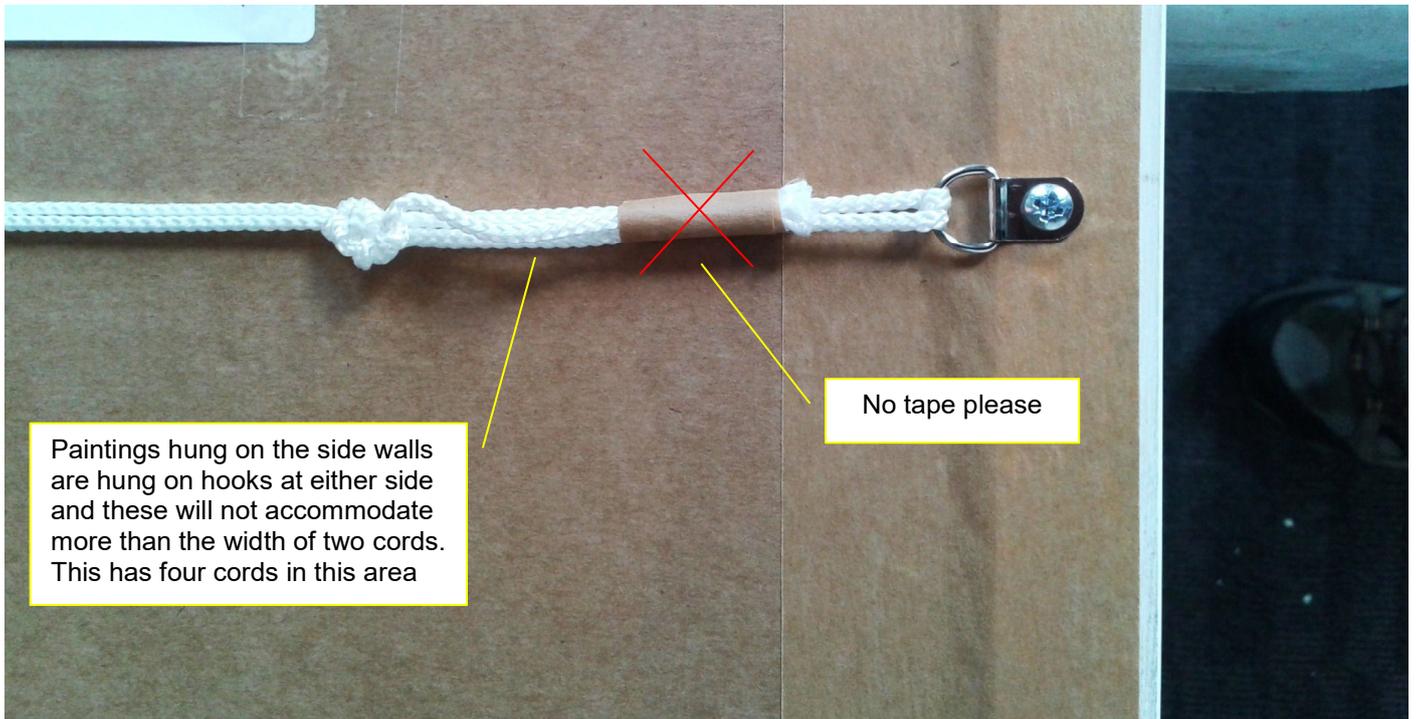
Any work that does not comply will either be rejected or will need to be rectified at handing in. Rectification will slow down the handing in process for you, and also for those members behind you.

Please also check that your work complies with the Annual Exhibition regulations.

Some issues experienced with backs of paintings

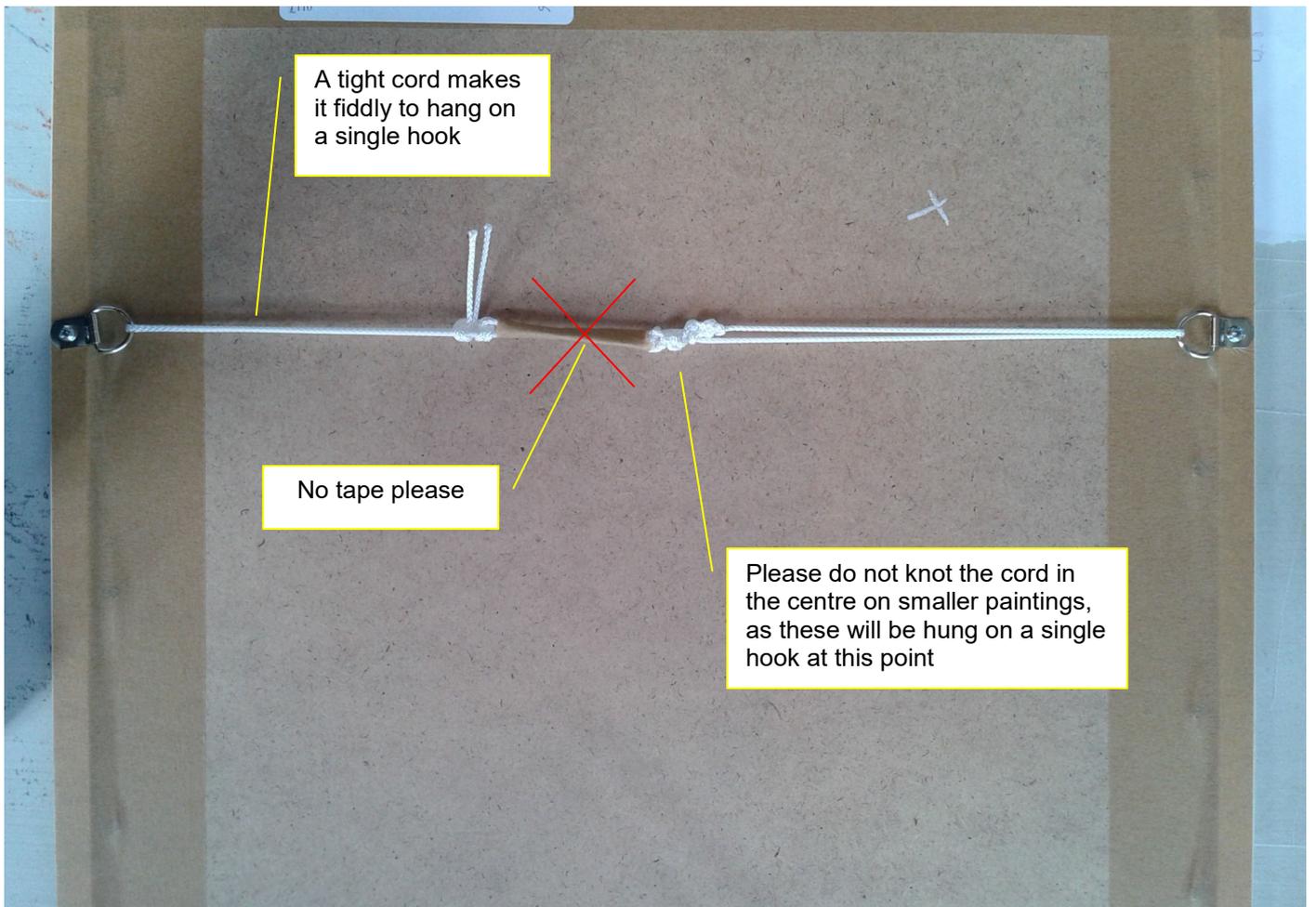
It takes additional time to hang pictures whose cords are not correct, so please pay attention to them.





Paintings hung on the side walls are hung on hooks at either side and these will not accommodate more than the width of two cords. This has four cords in this area

No tape please



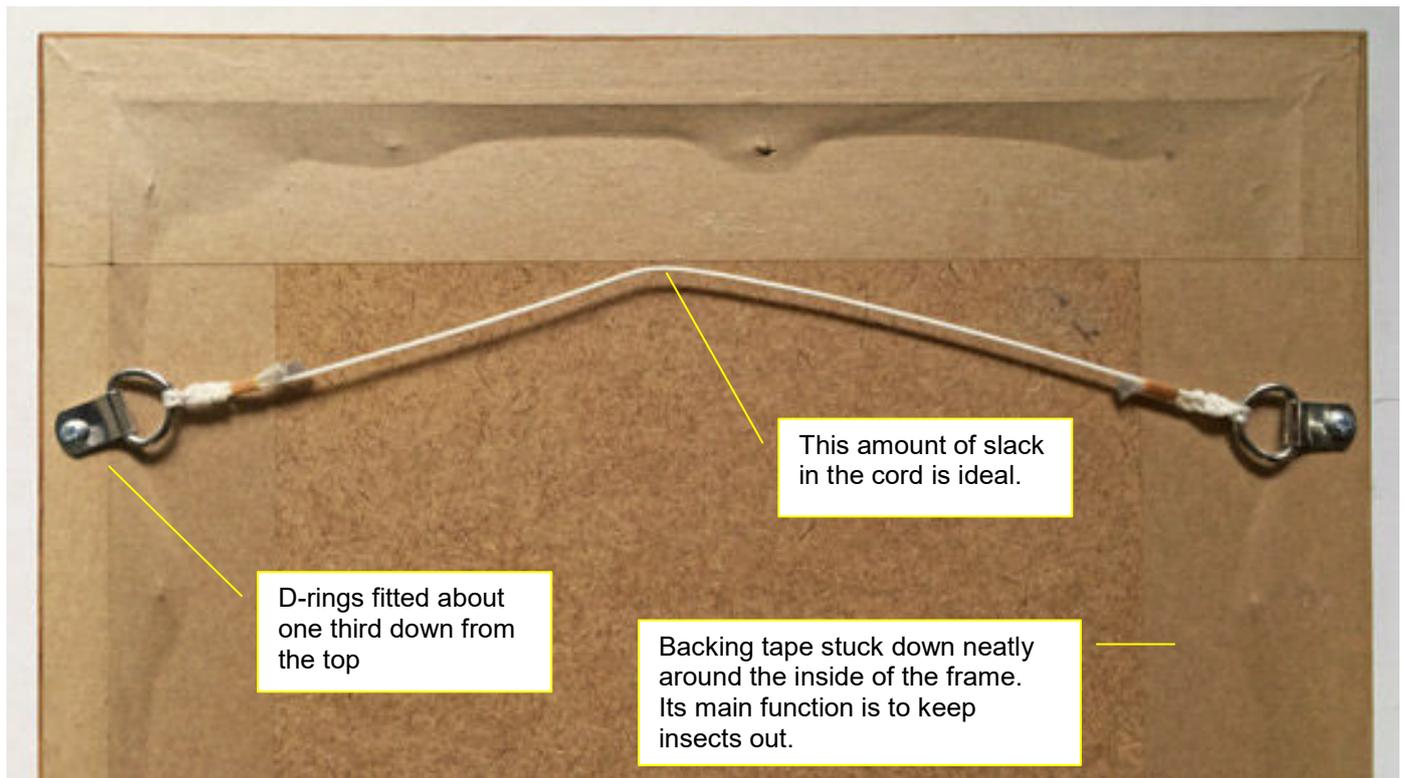
A tight cord makes it fiddly to hang on a single hook

No tape please

Please do not knot the cord in the centre on smaller paintings, as these will be hung on a single hook at this point

Ideally, use a single cord and tie to each D-ring with multiple knots to prevent slippage. A single cord is no weaker than a double cord since the weakest point is the single cord around the D-ring. Please allow some slack in the cord but ensure the hanging point is below the top of the picture. Please leave the ends loose and not taped to the cord. Please shorten the ends of the cord so they cannot be seen at the side of the frame.

Good practice



17 August 2018