

How to package your art for shipping

There are two packaging methods that keep paintings well protected: using bubble wrap and cardboard, or using custom-built wooden crates.

To pack unframed paintings:

1. Try not to directly touching the artwork. Use tissue paper or photography white cotton gloves.
2. Wrap the piece in acid free tissue paper. For additional protection against moisture, wrap the artwork with plastic.
3. Fold four pieces of acid-free paper or card into triangles with one side open, then place the triangles on each corner of the work. These help to protect corners during transportation.
4. Wrap your artwork in several layers of bubble wrap.
5. Place a few layers of cardboard on both sides of the newly secured piece. Tape these pieces together.
6. The final piece of the packaging is the outside cover. Take corrugated cardboard and create a protective cover around the work and securely tape all sides. A mirror box can be used if you want more protection.

To pack framed paintings:

1. Find a box or build a crate that can fit the piece, with 3 inches of space available on all sides of the frame.
2. Wrap you artwork with acid-free tissue paper.
3. Wrap the piece in bubble wrap, ensuring adequate coverage on the corners since they are most susceptible to damage during transport.
4. Place a layer of foam or your packaging material of choice in the box, creating a layer to rest the frame on.
5. Pack all open areas surrounding the piece with packing material. The more snug the fit, the less the potential for damage.

For both methods, remember to clearly mark the box as fragile.

To package works on paper for tube shipping:

1. Use a tube that will accommodate the artwork without rolling it too tightly, and that is at least 6 cm longer than the artwork to allow for the plastic caps at each end.
2. Cut a piece of plain acid free paper the same size as the artwork and put that on top of the work before carefully rolling it – do not roll too tightly.
3. Wrap a sheet of acid-free paper around the outside of artwork to stop it from opening up inside the tube. If the print opens up in the tube it will be difficult to remove and may be damaged.
4. Roll the artwork a couple of centimeters smaller in diameter than the tube, then use packing paper to “float” the print in the center of the tube. This method allows for the tube to encounter some amount of damage without harming the print inside.
5. If there is any space at either end of the rolled print in the tube, add some cut bubble wrap to stop the print from moving up and down inside the tube.

To pack a sculpture for shipping:

1. Unroll the bubble wrap and place it around the upper half of the sculpture 2 times. Only wrap half of the sculpture at this time. Cut the bubble wrap and secure it with tape. Now overlap the top of the bubble wrap so it protects the top of the sculpture. Secure it with tape.
2. Wrap the bubble wrap around the bottom half of the sculpture 2 times. Make sure to overlap the bubble wrap in the middle slightly. Cut the bubble wrap and secure it with tape down the side and around the middle where the 2 pieces overlap. Now overlap the bottom so it protects the bottom of the sculpture and secure it with tape.
3. Fill the box up about 1/3 of the way with shredded paper. Make a hole in the middle of the shredded paper so you can set the sculpture down in the middle of it. Set the sculpture down in the shredded paper and fill the remainder of the box with shredded paper. Make sure you securely pack the shredded paper around the sculpture so no movement is possible during shipment.

Tape the box closed, and put the address on the label. Affix the shipping label to the box and place some tape over the shipping label so it does not accidentally get pulled off during shipping.

1. Line the frame with a piece of bubble wrap and place your painting inside. There should not be any room for it to jiggle around inside the frame. Cover it with another sheet of bubble wrap (on top of the glassine paper).
2. Place the other sheet of masonite board on top of the frame, securing well with wood glue and screws. It should be air tight so moisture cannot get inside.
3. Mark the top board of the frame "OPEN HERE." Screw it tightly into place on the frame.
4. Mark the outside of the crate clearly with your name.
5. Place FRAGILE stickers on the box.