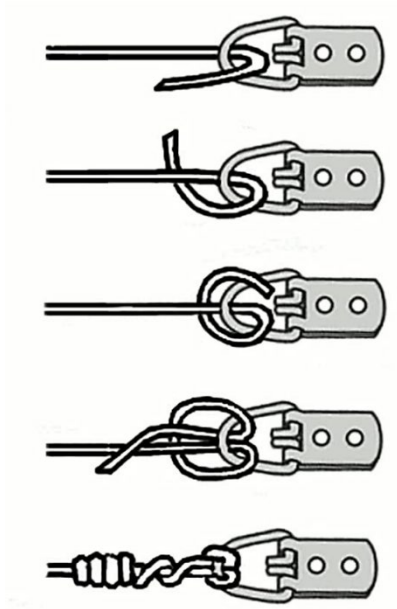


**HARDWARE FOR WALL-HUNG PIECES**

The Third Street Gallery is located in an historic building, so the gallery hanging system is designed to preserve the integrity of the architecture. Gallery curators cannot make holes in the gallery's historic plaster walls. All wall-hung artworks must be prepared for exhibition as follows:

- Two-dimensional works on paper should be presented in a frame behind clean glass or acrylic, with wire and d-rings on the back.
- Wires and d-rings should be installed 1/3 of the way down from the top of the artwork.
- When fully-extended, the wire should be a minimum of 2" below the top of the frame.
- Connect Softstrand or other braided picture framing wire to the d-rings using a lark's head knot.
- D-rings must be attached to the frame rather than the back panel or dust cover of the artwork.
- Large two- and three-dimensional wall-hung artworks may be set up to hang from d-rings alone, but that approach is subject to review by Gallery curators.
- French cleats may be used in some cases, but are subject to review prior to the artwork's acceptance into the exhibition.
- No sawtooth hangers or clip frames will be accepted.
- Advance notice is required to consider and accommodate any special hanging requirements.
- Gallery staff is not responsible for installing wires or other hanging hardware on the artist's work.
- Please see illustration below for reference when installing wires and d-rings.

**LARK'S HEAD KNOT**

## PRESENTATION REQUIREMENTS



### PEDESTALS AND DISPLAY CABINETS

There is a variety of options for displaying three-dimensional artworks, including secure, locking cabinets with glass panels. There are also pedestals that can be used either as a flat top for digital displays or with secure Plexiglas vitrines. Larger sculptural works are welcome depending on the parameters of each exhibition, so the inclusion of these works will be considered by gallery staff on a case-by-case basis.

### ARTWORK LABELING

Please bring artwork to the gallery with a label firmly affixed to the back or bottom of each piece. The label should correspond with the information on the loan agreement and contain the following:

- Artist Name
- Artwork Title
- Medium
- Date

### SHIPPING REQUIREMENTS

Artists who live outside of the Palouse region may choose to ship works to the gallery for exhibition. The Third Street Gallery is unable to accommodate the costs of return shipping, so artists who ship artworks must include a pre-paid return shipping label. Artworks should be shipped to the gallery at the following address:

City of Moscow Arts Department  
 ATTN: Megan Cherry  
 206 E Third Street  
 Moscow ID 83843

