

## 2012 Congressional Art Competition Guidelines

### Framing Guidelines

- **Framing guidelines apply only to the ONE winning artist/artwork that will be sent to Washington, DC.**
- **All artwork must be framed.** Frames should be kept as simple and sturdy as possible. Metal frames are recommended. No “snap on” frames with glass are to be used.
- All artwork must be protected by Plexiglas or glass. Plexiglas is preferred. If glass is used, cover the entire surface completely with masking tape prior to shipping.
- All works, **including frame**, should be **no larger** than 28 inches high, 28 inches wide, and 4 inches deep to the outside of the frame, and 15lbs in weight. Please double check size before sending the entry to Washington, DC. Due to wide participation of Member offices, framed work larger than the specified dimensions will be turned away.
- Matting can enhance or detract from a work of art and should be carefully prepared.
- Use sturdy picture hangers on the back of the frame. Two sturdy eye hooks should be attached at the right and the left sides of the back of the work for hanging in order to prevent the work from leaning forward or hanging unevenly. Do not put wire between the hooks for hanging, these will be added when the artwork is hung in the Capitol.
- Do not attach labels, ribbon, etc. to the front of the piece or underneath the glass or Plexiglas.
- If the artwork is abstract in design, please indicate on the backside which side is “up” with arrows.
- As directed by the House Oversight and Standards of Official Conduct Committees, *each district winner is responsible for framing his or her own entry.* Any hardship cases should be assisted at the district level; works can no longer be framed by the Architect of the Capitol.
- Please attach a typed adhesive label to the back of the artwork with the following information. Please use the largest label you have available. The information should be typed.

Member Name

State and District

Title of Piece

Medium

Student Name

Student Address and Phone Number

**Permission to Use Artwork**

In the past, the artwork of Congressional Art Competition winners has sometimes been used by the Congresswoman's office in an annual holiday card. By signing below you authorize the office of Congresswoman Niki Tsongas, in its sole discretion, to reprint your artwork for that purpose.

Authorized and Agreed to: \_\_\_\_\_

Parent or Guardian (if under 18 years old):\_\_\_\_\_