

VIVA Guidelines for Professional Presentation of Art Works

Professional standards are intended to enhance each individual's work, the overall presentation and patron's experience, as well as ease in the mounting of the exhibit.

1. 2-D works must be clean, dry and professionally presented.
2. Works must be wired to hang.
 - a. Wire should be attached between 1/3 and 1/4 of the way down from the top with enough tension that the wire is not visible when hung. Stainless steel braided picture wire works best.
 - b. Screw eyes or D-rings are best for attaching wire to the frame. Screw eyes should be mounted on the inside of cradle boards when possible. Attachment hardware should be appropriate for the weight of the work.
 - c. Saw tooth hangers or hangers attached to a backing board are not acceptable.
3. Frames
 - a. Frames must be in good condition
 - b. Simple wood or metal frames are preferred.
 - c. Plastic frames and easel frames, with attached stand, are not acceptable.
4. Mats and Liners
 - a. Mats in neutral colors are preferred.
 - b. Mats and liners must appear professionally cut with straight edging and 90-degree corners.
 - c. Fingerprints, lint and other debris should be removed from mats and glass.
5. Signature
 - a. Art works must be signed. This might be on the back of 2-D work or on the bottom of 3-D work.
6. Works on Canvas
 - a. Gallery wrapped canvas does not need to be framed.
 - b. Edges should be finished or carried around to the back where it wraps the stretcher bar.
 - c. No staples should be visible.
 - d. Works on canvas should be wired to hang as described in item 2.
7. Non-traditional and 3-D Presentation.
 - a. For wall display, these must be wired for hanging as described in item 2.
 - b. 3-D works that require easels or armature for presentation should be provided by the artist at check-in.
 - c. As with 2-D works, 3-D works should be clean, dry, and professionally presented.
 - d. Artists must indicate whether their art works will require pedestals prior to check-in. Instructions for special installations should be attached to the piece.
 - e. Quilts and fabric wall hangings should have a sleeve/tabs for a rod or similar hardware, or otherwise be ready to hang.