

## Handle paper, paintings and framed objects

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### Handling Paper Objects

- As acidic paper can be brittle, provide support under the object your moving with a rigid material like archival card/board
- Sandwich between card/boards if carrying outside
- Separate items with acid free tissue
- Mylar sleeves, Copysafe sleeves, ziplock bags can all be used to carry paper items
- Always carry items horizontally
- Solander boxes can be used to store or carry larger numbers of items
- Beware chalky materials such as pastels, chalks or pencil which can be smudged and are affected by static electricity which can build up in Mylar or Perspex

### Handling paintings and other framed works

- Before moving a painting check for areas of flaking paint. If there are areas where the paint is loose, carry the work horizontally
- In all other cases, carry the painting upright
- Check that the painting is secure in its frame
- Check that the stretcher wedges are secure
- Remove all screw-eyes, wires and hooks from frames before moving paintings
- Never carry framed works by the top of the frames nor by the picture wire
- Carry with one hand supporting the underside and one hand supporting the side
- If resting against a wall, use foam or padded

wooden blocks to raise the work off the floor

- Place down evenly across the bottom edge
- Don't place fingers around stretcher bars as you can dent/damage the paintwork

### Handling material with soft painted surfaces

- This includes objects such as painted Aboriginal spears and clubs
- Handle these as little as possible. Typically pigments are not well-adhered to the surface and will easily rub off



### You might also like ...

#### **How to: Handle museum objects**

Museums & Galleries of NSW  
[www.mgnsw.org.au/sector](http://www.mgnsw.org.au/sector)

#### **Objects Handling Basics**

Connecting to Collections' useful discussion about when to wear gloves and what type to choose  
[www.connectingtocollections.org](http://www.connectingtocollections.org)

#### **Museum Note #6: Handling Museum Objects**

Heritage & Libraries Branch, Ontario Ministry of Culture  
[www.gov.mb.ca](http://www.gov.mb.ca)

#### **Handling, Packing and Shipping**

National Parks Service, Museum Handbook  
[www.nps.gov](http://www.nps.gov)