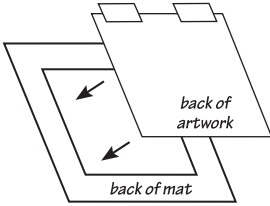


Hinging Artwork

3 Different Ways with Archival Hinging Tape

Option 1: "Basic Hinging"

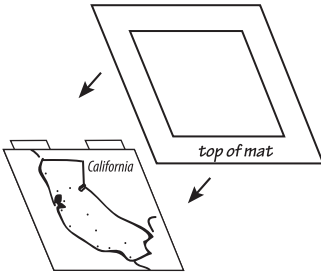
(Use this option when hinging durable or stiff artwork that does not need to be carefully cropped with the mat)



Lay mat face-down on a clean surface. Lay artwork face down on top of the mat, so that it completely covers the mat's opening. Cut two strips of hinging tape, approximately 1"-2" long (depending on the size of artwork). Along the top edge of the artwork, attach the tape and cover approximately 1/4" of the artwork's edge. Press down firmly to make sure tape is attached, while being careful not to dent or hurt the artwork.

Option 2: "Precision Positioning"

(Use this option when hinging fragile or easily smudged artwork or artwork that needs to be carefully cropped with the mat)

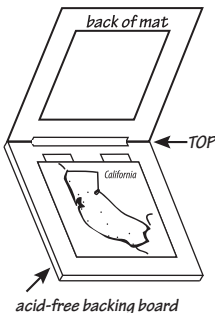


Lay artwork face-up on a clean surface. Cut two strips of hinging tape approximately 1"-2" long (depending on the size of artwork). Along the top edge of the artwork, slip the tape, approximately 1/4" under the artwork (sticky side up). Press down gently to make sure the tape is firmly attached.

Position mat carefully over the artwork, making sure that it overlaps the edges of the artwork by at least 1/8" all the way around. You can also make sure that the mat crops out any part of the artwork you may have wished to cover. Press mat down over the area that contains the exposed tape. You can then carefully reach around to the back of the art and press the tape more securely against the mat with your fingers.

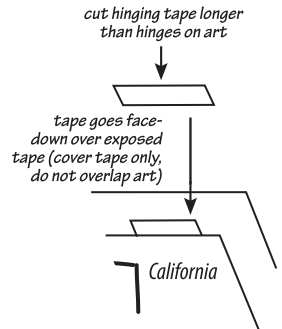
Option 3: "Conservation Hinging"

(Use this option when hinging valuable artwork. This is possible only with acid-free backing board.)



Tape the mat to the backing board along the top edge (the artwork will be hinged to the backing board, not the mat).

Cut two strips of tape, approximately 1"-2" long (depending on the size of artwork). Along the top edge of the artwork, slip the tape approximately 1/4" under the artwork (sticky side up). Press down gently to make sure tape is firmly attached. Cut two pieces of tape larger than the hinges on the art and place it face-down over the exposed tape (do not cover artwork).



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