





## **Addendum** **Shipping information for Photographic Prints**

### **Safe packing of prints**

Unframed Images: When making prints it is safer to flat mail them. Please protect the print surface with print tissue, secure it within the layers, and use two layers of foam core or stronger material on each side ( a total of four layers) to prevent bending. Please wrap the package in a strong shipping style paper or protective envelope. Your local printer or framer will be able to help if you wish to purchase professional print packing boxes or print tissue paper.

### **Return shipping policy**

It is the artist's responsibility to pay for shipping costs. Pre-paid shipping labels are accepted from FedEx or UPS. These labels must have a barcode that can be scanned on them. Artists may wish to research shipping insurance costs also.

### **Abandoned work**

If work remains unspoken for without communication from the artist for more than 60 days after the end of the exhibit, it is considered abandoned and becomes the property of the First Presbyterian Church of Brighton.

### **Donated Work**

If your work does not sell during the exhibition, the artist can donate their work to the church. When the artwork is accepted as a donation, the image may be exhibited again, donated to another organization, destroyed, or sold to benefit the missions of the church.

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