

Preparing your chalk drawing for transportation (15-20 minutes)

Items you will need:

1. 9x12 plastic tarp. The cheap kind.
2. Masking tape
3. One 6 foot long tube, for example:
 - a. A water noodle from Wal-Mart
 - b. A piece of PVC pipe about 3 inches in diameter
 - c. A carpet tube from Home-Depot/Carpet store
 - d. Two Mailing tubes taped together

Steps:

1. Lay Plastic tarp on the ground & smooth out the wrinkles.
2. Lay the drawing on the frame face down on top of the tarp. Do your best to keep the drawing from moving around.
3. Remove all the staples that hold the canvas on the frame, remove the frame then smooth out the wrinkles in the canvas.
4. Dismantle the frame (if you're planning on re-using the same lumber)
5. Fold the long side of the canvas about 2 feet on both sides. Smooth out the wrinkles.
6. The short sides of the canvas should be about 5 feet wide. Fold the excess plastic on the long sides on top of the folds you made in step 4. Smooth out the wrinkles.
7. Loosely roll the canvas onto the tube starting at one of the short ends of the drawing. Note it should not be rolled tightly. While you're rolling, use the very edges of the drawing to roll, do not touch the middle of the drawing. This will help keep your painting from smearing.
8. Wrap a piece of masking tape around each end of the rolled canvas. Take a piece of tape and wrap it around the edge of the canvas and the length of the tube. This will keep the painting from sliding off your tube.

Re-framing your drawing (15-20 minutes)

1. Peel off the tape without disrupting the drawing.
2. Unroll the drawing so the canvas can be laid face down on the plastic, on the ground.
3. Place the frame* on top of the canvas, taking care not to move it around too much to prevent the drawing from smudging.
4. Staple one of the 6 foot sides first. Start at the edges and move your way to the middle of the frame.
5. Staple the other 6 foot side next. When you staple this side you will want to stretch the canvas then staple in order to pull out any wrinkles. Start at the edges and move to the middle. Note, after you stretch & staple on one side, you will need to stretch the other side at an angle to get some of the vertical and horizontal wrinkles out.
6. Staple one of the 8 foot sides next. You will want to know pull in the middle and work your ways to the edge.
7. Staple the last 8 foot side the same way you stapled the first.
8. Preserve the drawing following "preservation instructions", which can be downloaded from www.addmoments.com/media.html. *You can also download frame building instructions