

## Scholastic Art & Writing Awards 2008

### Richmond Region Guidelines

contact: [sallykemp@visarts.org](mailto:sallykemp@visarts.org)

353-0094 x223

#### Submissions Limit:

Each school may send 20 works. For each additional teacher submitting, the school is allowed 5 additional works.  
example: a school with three art teachers may submit 30 works total. As a teaching team, you send your best 30 works.

#### Colors for printed registration forms:

Chesterfield	BLUE
City of Richmond	GREEN
Goochland	ORANGE
Hanover	PINK
Henrico	PURPLE
Independent	YELLOW
Powhatan	RED

Attach 2 completed forms in your color to the artwork and print one for your records. Artwork without 2 forms attached will be disqualified.

#### Artwork:

##### Packing

Artwork must fit in a box with appropriate packing materials. Maximum weight in all categories is 30 pounds.

##### 2-D requirements

ALL 2-D work must be mounted on rigid board for reinforcement.

NO frames, glass, plexiglass, or wood strips.

Canvas submissions are accepted on wooden supports.

Matting is encouraged but not required. If matted, black or white mats only.

Drawings must be protected with glassine, acetate, cellophane in addition to an appropriate fixative for pastels and charcoal.

##### 3-D requirements

Pack work in a sturdy cardboard box with bubble wrap and masking tape. Very fragile works must be double-boxed.

Label the box with the following:

student name, school, description of work, and number multiple boxes - example: box 1 of 3.

##### Inventory List

Please include an INVENTORY list of your submissions that includes student names, school names, categories and title of works. You can print an inventory list from your dashboard on the online registrar, or create a handwritten inventory.