2012 DIRECTIONS FOR DELIVERY & LABEL

1. **Artwork must be received at the McKenna Museum (see #6 for address) no later than April 20 at 4pm**

2. **McKenna Museum can receive art by hand-delivery Thursday – Saturday from 11am – 4pm until April 20th. If a later time is desired, please call 504.586.7432 to set up an appointment**

3. **Artwork must be packaged (wrapped or portfolio). Please attach Label (see below) to the back of artwork and include a copy of the *STUDENT RELEASE FORM***

4. **Artists, judges, parents, teachers, and friends are all invited to the Arts Grant Forum & Congressional Art Competition Awards Ceremony at the McKenna Museum on May 2nd from 6-8 PM hosted by Congressman Cedric Richmond. Artists may take home artwork from McKenna Museum**

5. **If artwork is mailed, include return postage, otherwise the work will not be returned. Art work may be picked up at McKenna Museum on May 2nd following the Arts Grant Forum**

6. ***DELIVER* artwork to:** **Attention: Jennifer Williams, Congressional Art Competition**
   McKenna Museum
   2003 Carondelet Street (corner of St. Andrew Street)
   New Orleans, LA 70130
   Phone: 504.586.7432

7. **The *LABEL* below <u>must be attached</u> to the back of the artwork. Indicate with an arrow which side is the TOP of art work**

LABEL

MEMBER NAME-STATE-DISTRICT: **<u>Congressman Cedric Richmond LA - 02</u>**

TITLE OF WORK: _____ MEDIUM: _____

STUDENT NAME: _____

ADDRESS: _____

PHONE NUMBER: _____EMAIL:_____

(Indicate with arrow which side is the TOP of art work)