



2020 DIRECTIONS FOR DELIVERY & LABEL

1. Artwork's (and paperwork) delivery day is Friday, April 3rd from 8:30am - 4:30pm.
2. Congressman Richmond's staff will receive art by hand-delivery at the below address:

ATTN: Professor Ron Bechet
Congressional Art Competition
Xavier University – The Art Village
3520 Pine Street
New Orleans, LA 70125

***If you need to coordinate a different drop off date and time prior to the deadline, please call Karen Domino at 504.288.3777.

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*.

If you would like the artwork mailed back to you, include return postage, otherwise the work will not be returned.

4. The *LABEL* below must be attached to the back of the artwork. Indicate with an arrow which side is the TOP of artwork.

LABEL

MEMBER NAME-STATE-DISTRICT: Congressman Cedric Richmond LA - 02

TITLE OF WORK: _____ MEDIUM: _____

STUDENT NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ EMAIL: _____

(Indicate with arrow which side is the TOP of artwork)