

4-H Photography - Mounting Photos

Taking a perfect picture is a terrific feeling. However, mounting the photo must be done correctly or the beauty and impact of the photo can be lost.

When exhibiting at the Butler County Fair and the Kansas State Fair, photos must be mounted on white matte (mount) board with the matte board 11 inch wide and 12 ½ inches long. Matte board may be purchased from the Butler County Extension Office for \$1.00 each.

The Extension Office has the **REQUIRED** clear plastic bags available for \$.25 each to display your photos in for the fair. **DO NOT SEAL SLEEVES!** These are a very attractive, affordable and convenient way to make your photography display look great!

Correct mounting adhesive should be used. Use only photo mount adhesive or some other permanent spray adhesive. Adhesive can be purchased at a hobby/craft store such as Michael's or Hobby Lobby. Wal-Mart also carries a spray adhesive that is suitable.

Photos must have white or black borders removed. To remove the border, use an x-acto knife and a straight-edge or ruler as a guide or use a paper or photo cutter. *Note to Leader or Parent: Most younger youth are not skilled enough to be safe enough to do this on his/her own.*

Mount the photo on the "whitest" and "smoothest" side of the board. Next measure 1 inch from the top of the matte board. Mark several places **lightly** with a pencil. Lay your photo down (with nothing on the back of it yet) and center the photo between the sides of the matte board. There should be approximately 1 ½ inches on each side of the photo. **Note: A horizontal photo still must be mounted across the narrow 11 inch dimension of the matte board. A horizontal picture which is 10 inch wide will have only ½ inch of white space on each side. There will be 1 inch of white space at the top, but there will be 3 ½ inches of white space at the bottom.** Using your pencil, lightly mark the right and/or left edges of your photo.

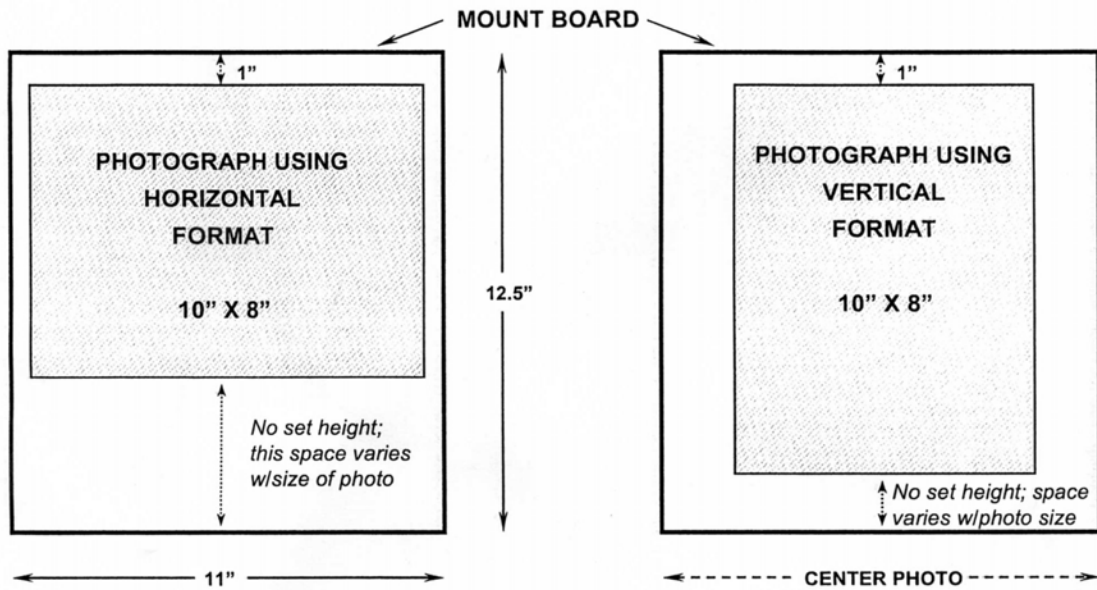
The first step in mounting a photo is to spray the back with either a photo mount spray or a spray adhesive. **Do not use rubber cement or other household glues (white glue, etc.).** One or both can be purchased at a hobby/craft store.) Follow the directions on the spray adhesive carefully. Be sure to not spray too closely to the photo and don't spray too much! *Suggestion: Cover the work area with newspaper. Place photo upside down on a large coffee can. Spray. Wait approximately 20-30 seconds before placing the photo on the matte board.*

Following your penciled guide marks, attach the photo to the matte board. Using a soft clean cloth, gently press the photo especially around the edges to make sure it will adhere to the matte board. Allow the photo to adhere before placing in it's protective bag.

Mounting photos should take approximately 10 minutes with a drying time of approximately 1 day. Following these instructions will help avoid the frustration felt when a 4-H'er is told at the photography check-in that his/her photo has not been mounted correctly.

* Any Photography Entry not mounted properly will be lowered one ribbon placing.

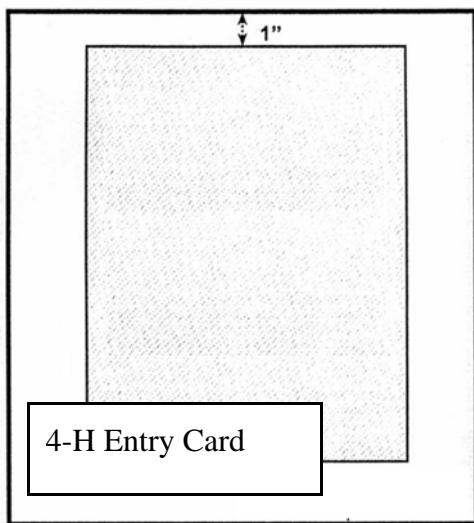
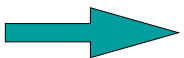
PHOTO DISPLAY INSTRUCTIONS



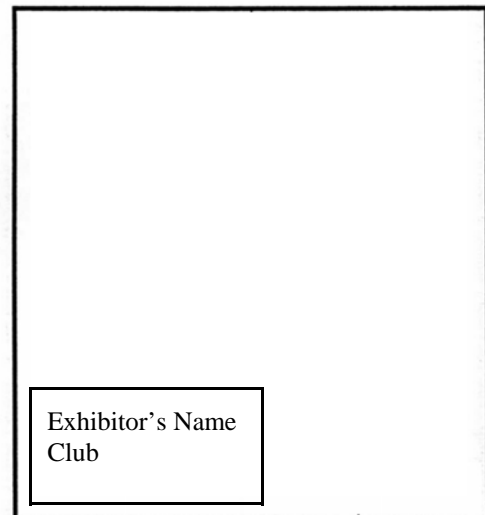
Each exhibitor's name and club should be written on the back of the mount. 4-H entry cards should be attached with masking tape to the lower left edge of the mount board.

***Note:** The 4-H entry card is to be attached on the front of the mounted photograph in the lower left hand corner. Attach the 4-H entry card with masking tape on the left hand vertical edge. The 4-H entry card may cover a portion of the bottom of the photo.

Attach with masking tape on the left-hand vertical edge.



Front View



Back View