



## Labeling Written with Pencil

---

### Materials Used

- High quality HB and 2B pencils
- Vinyl eraser

### Tips & Tricks

- Start with a tidy workspace and clean hands
- Chose a consistent location to label pieces for your institution that is not visible while the object is on display or photographed
- Do not write on media or damaged areas
- Utilize a hard, stable writing surface
- Press firmly, but not hard enough to indent the paper
- Print clearly
- Double check numbers, and erase with vinyl eraser if mistakes are made

### Compiled by:

Melissa Amundsen, Assistant Preventive Conservator, Midwest Art Conservation Center (MACC), [mamundsen@preserveart.org](mailto:mamundsen@preserveart.org)

Maddie Cooper, Graduate Fellow from the Winterthur/University of Delaware Program in Art Conservation & Intern in the Preventive Conservation Department at the Midwest Art Conservation Center (MACC), [mcooper@preserveart.org](mailto:mcooper@preserveart.org)