

Fine Art Moving Checklist

Fine art is irreplaceable. This checklist is designed to help collectors, galleries, and institutions reduce risk and ensure every artwork arrives safely and in pristine condition.

PRE - MOVE PLANNING

Physical Protection & Stability

- Artwork secured to prevent internal movement
- Shock-absorbing materials used
- No stacking or pressure placed on artwork
- Transport method appropriate for fine art

Professional Handling

- Trained fine art handlers assigned
- Gloves used when appropriate
- Artwork lifted from stable structural points
- Frames and delicate elements supported

Packing & Custom Crating

- Custom crates used for fragile or high-value works
- Artwork immobilized inside crate
- No plastic touching painted or sensitive surfaces
- Crates clearly labeled (orientation, fragility)

Environmental Control

- Climate-controlled vehicles confirmed
- Exposure to extreme heat or cold avoided
- Transit time minimized
- Acclimatization time planned after arrival

Archival Materials

- Acid-free, archival materials used throughout
- No cardboard or newsprint in direct contact
- Bubble wrap isolated from surfaces
- Conservation-approved foams selected

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DOCUMENTATION AND RISK MANAGEMENT

Condition Reporting

- Pre-move condition report completed
- High-resolution photos taken (front, back, details)
- Post-move condition report completed
- Any changes documented immediately

Insurance Coverage

- Policy covers full replacement value
- Transit and handling included
- Terms, exclusions, and liability reviewed
- Proof of insurance documented

Packing & Custom Crating

- Chain of custody clearly defined
- Secure loading and unloading locations
- Discreet labeling and transport methods used
- Secure storage arranged if required

DELIVERY AND INSTALLATION

Unpacking & Installation

- Unpacking handled by trained professionals
- Appropriate mounting hardware prepared
- Walls, floors, and supports evaluated
- Artwork inspected immediately after installation

Legal & Customs Compliance

- Export/import permits obtained if required
- Cultural property and CITES regulations reviewed
- Customs documentation prepared in advance
- Environmental protection planned for delays