

North East Watercolor Society Shipping Instructions

Ship To:

Kent Art Association
21 S. Main Street
Kent, CT 06757

Before You Ship:

- Use **Airfloat boxes** if possible. (Regular boxes that are weak or poorly packed may not be covered by the shipping company if damaged.)
- **Plexiglass only** — no real glass.
- Clearly label the outside of your package with your name.

How to Ship:

- Use **FedEx** or **UPS** only.
- Ship so your package arrives **between September 30 and October 4, 2025**, between **10:00 am and 4:00 pm**.
 - Someone will be there to receive it during these hours.
 - **Signature is to be required upon delivery.**
 - Packages **cannot** be accepted outside this time window.

For Return Shipping:

- Buy your **return shipping label** in advance.
- Put the label in an envelope, mark it clearly, and attach the envelope to the back of your painting.
- In the same envelope, include a **\$30 handling fee** check made payable to: **North East Watercolor Society**.

Final Steps:

- Attach the **artist information label** (included with this email) to the back of your painting.
- Watch for an email from us with a **Google Form** to fill out your shipping details.

Contact northeastws.pres@gmail.com with any questions.