

Caring for your collections:

Book wrapping

This is simple guide on how to wrap books with archival paper. It offers a secure and affordable option to safely protect, preserve and transport your book collection.

Materials:

- Preferably, unbuffered, acid-free (pH neutral) barrier paper (i.e. 100% cotton fibre paper such as alpha cellulose paper or good quality paper), cut to a suitable size and square shape.
- For added protection and rigidity, sandwich the books between two pieces of mount board or heavy card (pH neutral, 100% cotton fibre).
- Bone folder, spatula or butter knife for creasing.
- Stanley knife, steel ruler and cutting mat (if you need to cut your paper to size).



1. Write down the title and author.



2. Place book in the centre of a square piece of archival paper, spine facing away from you.



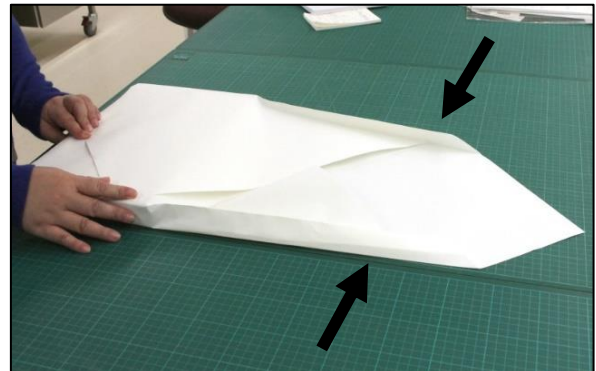
3. Tuck paper under book.



4. Crease the side on the right and fold over.



5. Do the same for the left.



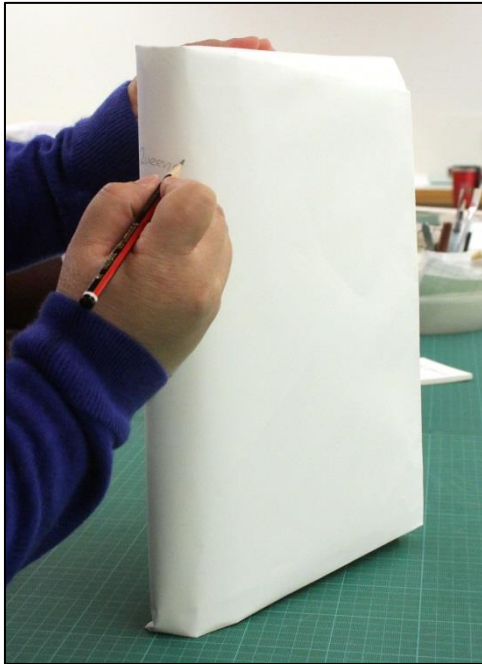
6. Crease both sides at the top.



7. Fold book over.



8. Turn book over then tuck in.



9. Write title and author information onto wrapping

The procedures described here have been used by State Library of Queensland in the care of its collections and are considered suitable by State Library as described; however, State Library will not be responsible for damage to your collections should damage result from the use of these procedures.

Need further information?

(07) 3840 7810 | <http://www.slq.qld.gov.au/preservation>



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