

Annex Center Museum of Western Art

3501 CAMP BOWIE BOULEVARD, P. O. BOX 2365, FORT WORTH, TEXAS 76101

(817) 738-1933

November 10, 1970

Miss Laura Gilpin
409 Camino del Monte Sol
Santa Fe, New Mexico 87501

Dear Miss Gilpin:

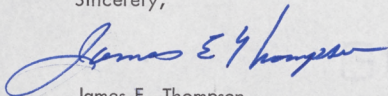
One of the girls on the staff told me you had called to ask our method of cleaning glass.

Regular window pane type glass, which is used on most prints, can be easily cleaned with Jet Spray in aerosol cans and Kimwipes. The Jet Spray is sold by Bon Ami and the Kimwipes are sold by Scott Towels. I am sure any good window cleaner and lint free paper towel would give the same results. Care must be taken with the spray since the liquid can seep under the edges of the glass and get on the print. Try not to get the glass too moist. You may have to go over the glass several times to get the film left by the liquid cleaner, but when this film is removed the glass will be thoroughly clean.

Plexiglass can be cleaned with the same method as regular glass except you should use a static arrester, Stop Shock, which is manufactured by Shop Shock Inc. of Dallas, Texas. After this is applied and dried off with the paper towel you can proceed with the steps for regular glass.

If I can be of any further assistance to you, please feel free to let me know.

Sincerely,



James E. Thompson
Building Superintendent

JET:flt