

Temporary Artwork Display Application

As outlined in the City of Guelph's Public Art Policy, the City may accept, on a temporary basis, works of art for display or installation in public spaces (defined as municipally owned property) through art loan agreements. Temporary installations of artworks may last from one day to one year, typically remaining on view for three to six months.

Artwork considered for temporary display in public space is distinct from art installations that occur as part of a special event (where the installation period coincides with the duration of the event).

Proposals for temporary art display will be reviewed by the City's Public Art Review Team. Consideration will be given to safety and durability of the artwork, and its suitability to the site. Following the approval of a proposal, a loan agreement between the artist and/or sponsoring organization and the City will be executed.

The artist and/or sponsoring organization will be responsible for funding, installation, maintenance, timely removal of the artwork, and restoration of the site.

As the first step of The City of Guelph's process for managing and approving Temporary Artwork, all requestors must fill out and submit this application form.

Step 1: General Information

Contact Person:

Organization/Business (if applicable):

Mailing Address:

Phone (primary):

Phone (alternate):

Email Address:

Website:

ARTWORK INFORMATION

Where is the preferred location for the display? (streets, intersection, neighborhood, public facility etc.)

What other locations would be suitable?

Name of Artist:

Artist Biography/Portfolio:

Title of Artwork:

Type (Media):

Dimensions:

Proposed installation date (DD/MM/YY):

Approximate time required for installation (hours):

Step 2: Support Materials

Provide as much detailed information as possible:

- Description of proposed artwork:

- What is the purpose of installation and/or the intended outcomes:

- Site preparation requirements:

- Installation procedure:

- Materials and/or tools required for installation:

Do you have access to funds? Yes No

Estimate of your costs associated with installation:

Support and services may be made available through the City of Guelph, if so an estimate by City staff will be provided.

Artwork Documentation / Technical Requirements

- Submit any Images, Drawings and/or mock-ups of proposed project:

- Provide a copy of ownership documentation of the artwork (if applicable):

Step 3: Removal

Provide a detailed description of the process required for removal

- Site preparation requirements and procedure:

- ~~www~~ Materials and/or tools required:

Proposed removal date DD/MM/YY:

Approximate time required for removal (hours):

Estimate of your costs associated with removal:



Step 4: Sign and Submit Your Application

I/we understand that I/we must present my/our proposed artwork installation for review and acceptance by the City of Guelph in accordance with the City's Public Art Policy.

(signature of applicant)

(date DD/MM/YY)

Contact:

Cultural Development Office
1 Carden Street
Guelph ON N1H 3A1

T: 519-822-1260 x2629

E: culture@guelph.ca