

# Public Artist Project Detail Sheet

*Form should be completed by Business/Organization*

Applicant Name: \_\_\_\_\_ Form Completed: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant email: \_\_\_\_\_ Applicant phone: \_\_\_\_\_

Purpose of Proposed Public Art: \_\_\_\_\_

\_\_\_\_\_

Dimensions of surface/area: \_\_\_\_\_ Surface type: \_\_\_\_\_

Artist(s): \_\_\_\_\_ Date(s) of work/installation: \_\_\_\_\_

Location of Public Art (including address/site photos): \_\_\_\_\_

\_\_\_\_\_

Choose:      Indoor      Outdoor

Start Date/Time: \_\_\_\_\_ End Date/Time: \_\_\_\_\_

Working Hours: \_\_\_\_\_

Insurance:      Waiver approved Property Owner      Artist COI Attached

## Additional Info

Is artist represented by an agent?      Yes      No

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Individual Artist/Collaborative - Provide Details: \_\_\_\_\_

\_\_\_\_\_

Has the artist(s) completed projects of this caliber:      Yes      No

Have they worked in this same medium:      Yes      No

Do they have experience applying clear-coating:      Yes      No      NA

# Public Artist Project Detail Sheet

*Form should be completed by Business/Organization*

---

Provide Product Experience: \_\_\_\_\_

---

---

As a part of the project the artist(s) will be applying the clear-coating:                      Yes                      No

If no, who will be or why is it not needed? \_\_\_\_\_

As a part of project completion, the artist(s) will secure and provide all product warranties to the Owner?                      Yes                      No

Is this artist scheduled to work/install additional public art during or near this timeframe?

Yes                      No

Where/When: \_\_\_\_\_

How long has the artist been working on public art of this caliber and size: \_\_\_\_\_

How many pieces of this caliber and size: \_\_\_\_\_

Where have they installed public art: \_\_\_\_\_

Awards/Publications: \_\_\_\_\_

---

---

What other artists were researched/reached out to for this project: \_\_\_\_\_

---

How did you find this artist? \_\_\_\_\_ Artist Roster \_\_\_\_\_

## Equipment/Assets/Site Preparation

Equipment Required: \_\_\_\_\_

---

Clear-Coating (be specific including number of layers: \_\_\_\_\_

---

# Public Artist Project Detail Sheet

*Form should be completed by Business/Organization*

---

Other Materials: \_\_\_\_\_

---

Surface/Site Preparations (and who will provide this): \_\_\_\_\_

---

Has the artist provided a concept rendering/notation:                      Yes                      No

Is the Concept Development part of the proposed project:                      Yes                      No

Are there Partner Organizations/businesses part of the project:                      Yes                      No

Organization(s): \_\_\_\_\_

---

Is community input a part of the project:                      Yes                      No

How will this be accomplished: \_\_\_\_\_

When: \_\_\_\_\_

Are there any sponsors/donors:                      Yes                      No

List them: \_\_\_\_\_

---

Sponsor/Donor Recognition (Benefits): \_\_\_\_\_

---

Does this project require Engineering/other approval:                      Yes                      No

Why? \_\_\_\_\_

What type of ownership of the property:                      Private                      Non-Profit

Has an MOU been secured? \_\_\_\_\_

Is this an FDOT Coordinated Project?                      Yes                      No                      Not Sure

Details: \_\_\_\_\_

# Public Artist Project Detail Sheet

*Form should be completed by Business/Organization*

---

Is this replacing an existing Public Art Piece:                      Yes                      No

What type of maintenance is needed for this piece? \_\_\_\_\_

\_\_\_\_\_

For how long? \_\_\_\_\_

Warranty Period: \_\_\_\_\_

Artist availability/cost for maintenance (if applicable): \_\_\_\_\_

If maintenance not provided by artist, what is the maintenance plan/timeline? \_\_\_\_\_

\_\_\_\_\_

Marketing Materials Requested:

☐ Press Release

☐ Postcard

☐ Brochure

☐ Social Media

☐ FL Mural Trail

☐ FI Assoc. of Public Art

Photography/Videography Details: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other: \_\_\_\_\_

\_\_\_\_\_