



## PUBLIC ART PROPOSAL

*Name of Artist(s):* \_\_\_\_\_

*Type of Artwork:* \_\_\_\_\_

*Title of Artwork:* \_\_\_\_\_

This form is to be used by those seeking to donate artwork to the city for display in a public area. NOTE: There is a 30-day notice for public comment after recommendation from the Public Arts Commission, and a 30-day notice for public comment after final approval from City Council.

1. Attach a copy or rendering of the artwork, and a photograph, video, drawing, model, or other representation of the artwork.

2. Attach the proposed location of the artwork, and a photograph, video, drawing, or other representation of the area immediately surrounding where the artwork would be placed.

3. Describe the materials comprising the artwork, dimensions, approximate weight, finish, color, and any special treatments or protective coatings applied to the artwork.

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4. Describe the method for mounting or displaying the artwork. Include a description of the materials and appearance of the base, fixtures or other visible physical features displaying the art.

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5. Describe the anticipated life of the artwork in the proposed location. \_\_\_\_\_

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6. Describe how the artwork might change appearance over time. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Describe the methods and techniques to maintain the artwork. Include a maintenance plan, estimated costs of maintenance, and how maintenance will be funded. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Please specify that no rights will be retained by the artist(s) with respect to the artwork.  
*Artist Initials* \_\_\_\_\_ *Artist Initials* \_\_\_\_\_ *Artist Initials* \_\_\_\_\_ *Artist Initials* \_\_\_\_\_

Or, specify rights that will be retained by the artist(s) with respect to artwork and future removal of the artwork from the designated public area proposed to display the artwork.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Describe any proposed assistance sought from the city, other public agencies or donors in connection with the fabrication, development, installation, and maintenance of the artwork.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



## PUBLIC ART PROPOSAL

**10. Property Owner Consent.** Consent of any property owner who intends to display artwork on private property as part of a public art program and terms under which the display will occur.

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\_\_\_\_\_  
Name of Business

\_\_\_\_\_  
Address

\_\_\_\_\_  
*Property Owner Signature*

\_\_\_\_\_  
Date

**11. Artist/Donor Contract Acknowledgement.** Artist(s) and donor(s) are prepared to execute a contract or other document which, in the estimation of the City Attorney and City Manager, protects and serves the fiscal and other interests of the city in connection with the acquisition or donation of the artwork proposed for display in a public area.

\_\_\_\_\_  
*Artist Signature*

\_\_\_\_\_  
Date

\_\_\_\_\_  
*Artist Signature*

\_\_\_\_\_  
Date

\_\_\_\_\_  
*Donor Signature*

\_\_\_\_\_  
Date

Submitted By: \_\_\_\_\_

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

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

*Signature:* \_\_\_\_\_ *Date:* \_\_\_\_\_

**Return To**  
**City of Vista, Recreation & Community Services Department**  
**Attn: Public Arts Liaison**  
**200 Civic Center Drive**  
**Vista, CA 92084**  
**Or Email To**  
**vistapublicart@cityofvista.com**

## Public Art Installation Notice of Affected Businesses

Before final approval of your artwork can be granted, it is required that you notify and obtain written documentation from ALL AFFECTED BUSINESSES within the artwork location. Applicants/Artists are expected to fully communicate the details of their artwork to those businesses affected by the artwork and work through any concerns the affected businesses may have. In addition, the name and phone number of the public art contact will be provided to each business so as to address any concerns and/or questions. Artwork being proposed to be placed within the confines of Historic Downtown Vista must provide evidence of contact with Vista Chamber of Commerce. The Chamber is located at 127 Main Street, Vista, CA 92084, and can be contacted by phone at (760) 726-1122.

Please use the attached sheet to obtain the necessary documentation and return to: City of Vista, attn: Public Arts Liaison, 200 Civic Center Drive, Vista, CA 92084, e-mail: vistapublicart@cityofvista.com, phone: (760) 639-6151.

**Art Type:** \_\_\_\_\_ **Artist:** \_\_\_\_\_ **Artwork Title:** \_\_\_\_\_

Business Name	Address	Phone #	Contact Name (print)	Signature	Approval (Yes/No)	Date Signed	Additional Comments

Art Type: \_\_\_\_\_ Artist: \_\_\_\_\_ Artwork Title: \_\_\_\_\_

Business Name	Address	Phone #	Contact Name (print)	Signature	Approval (Yes/No)	Date Signed	Additional Comments